

**BOARD MEMBERS:**

Kathleen Pilgreen  
 April Whiting  
 Diane Huleva  
 Tree Allemang  
 Michael Smith  
 Robin Graber  
 Joanne Leming  
 Sgt. Carmen Donegan



Nevada State Board  
 of Massage Therapists  
 1755 E. Plumb Lane Suite 252  
 Reno, NV 89502  
 Reno - Phone (775) 687-9955  
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**Website:** <http://massagetherapy.nv.gov>

**MINUTES**

The Nevada State Board of Massage Therapists (NSBMT) is scheduled to hold its regularly scheduled meeting;

**DATE:** February 24, 2015  
**START TIME:** 9:30 a.m.

**LOCATION:**

**Las Vegas Location**  
 Grant Sawyer State Office Building  
 Attorney General's Office  
 555 E Washington Ave Suite 4500  
 Las Vegas, NV

**VIDEO CONFERENCE LOCATIONS:**

**Carson City Location**  
 Attorney General's Office  
 100 N. Carson St. Mock Court Room  
 Carson City, NV

The mission of the Nevada State Board of Massage Therapists is to, through licensing and regulating the practice of massage, protect the public health, safety and welfare by ensuring that only qualified competent Massage Therapy Practitioners are licensed in the State of Nevada. It is our goal to balance the needs of the public with those of Licensed Massage Therapists, through development, implementation, enforcement, and continued improvement in the areas of therapist education, public safety, boundaries and ethics, in compliance with the highest standards set forth within the Massage Therapy Profession.

**Note: Public Comment Will Be Taken at the Beginning and the End of the Meeting.**



**9:00 a.m.**

**1. Public Comment**

Public Comment received from the following:

Rebecca Wagoner, Billie Shea, Jessica Almandarez, Vincent Medina, Francesca Morales and Jill Peters

**2. Roll Call of Board Members**

Board Members Present: Michael Smith, April Whiting, Kathleen Pilgreen, Joanne Leming, Robin Graber, Tree Allemang, Diane Huleva, and Sgt. Carmen Donegan

Staff Present: Lisa Cooper-Executive Director, Christy Brunner-Executive Assistant, Cathy Betty-Administrative Assistant II, Christopher Mishler-Field Inspector II, Bonnie Howard-Field Inspector II, Louis Ling- Staff Council, Keith Marcher– Chief Deputy Attorney General

**3. Personnel Session (For Possible Action)**

Discussion about statements received from previous employees and how to handle personnel issues in the future. No motion was made.

Transcripts of Personnel Session available at your cost. Contact Litigation Services at (800) 330-1112.

**4. Board Discussion (For Possible Action)**

The Board discussed putting some policies and procedures in place to define processes regarding the Executive Committee, the role of the Executive Director, interactions and boundaries regarding the Executive Director and the Executive Committee, how to handle complaints regarding the Executive Director, how the Board Communicates amongst itself and Board Finances. It was decided that Lisa Cooper, Executive Director and Louis Ling, Board Council will work together to come up with policies for the Board to review. It was also suggested that an Executive Report could be added to future agendas to inform the Board of anything that occurs between Board Meetings.

No motion was made.

Transcripts of Board Discussion available at your cost. Contact Litigation Services at (800) 330-1112.

**5. Public Comment**

Public Comment made by the following:

Billie Shea, Rebecca Wagoner, Vincent Medina, Jessica Almendarez and Fransceca Morales.

Transcripts of Public Comment available at your cost. Contact Litigation Services at (800) 330-1112.

## 6. Future Agenda Items

The policies regarding the Executive Committee, the Executive Director, Board Communications, Complaints and Board Finances that Louis Ling, Board Council and Lisa Cooper, Executive Director will be creating will be brought before the Board for review and discussion at the next Board Meeting.

Transcripts of Future Agenda Items available at your cost. Contact Litigation Services at (800) 330-1112.

## 7. Adjournment No Later than 12:00 Noon (For Possible Action)

### Note:

1. Items may be taken out of order
2. Items may be combined for consideration by the Public Body
3. Items may be pulled or removed from the Agenda at any time.
4. The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. (NRS 241.030)

**Public Comment Agenda Item:** There is a time designated at the beginning of the meeting and the end of the meeting for Public Comment. Members of the general public may bring matters not appearing on this Agenda to the attention of the Board or make comment on specific Agenda Items. The Board may discuss the matters not on the Agenda, but may not act on the matters at this meeting. If the Board desires, the matters may be placed on a future Agenda for action. In consideration of others who may also wish to provide Public Comment, please avoid repetition and limit your comments to no more than three (3) minutes.

Prior to the commencement and conclusion of a contested case or a quasi judicial proceeding that may affect the due process rights of an individual the Board may refuse to consider Public Comment.

**Accommodations:** Nevada State Board of Massage Therapists will make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. Should special arrangements for the meeting be necessary, please notify the Nevada State Board of Massage Therapists in writing as soon as possible at:

NSBMT

Attn: Lisa Cooper  
1755 E. Plumb Lane Suite 252  
Reno, NV 89502

Or by phone  
(775) 687-9955

**The Agenda was posted at the following places:**

Grant Sawyer Building, 555 E. Washington Avenue, Las Vegas, NV  
Office of the Attorney General, 100 N. Carson Street, Carson City, NV  
Office of the Attorney General, 5420 Kietzke Lane Ste 202, Reno, NV  
Nevada State Board of Massage Therapists Website  
Nevada State Board of Massage Therapists, 1755 E. Plumb Lane Suite 252, Reno, NV 89502  
Nevada Public Notice Website – [www.notice.nv.gov](http://www.notice.nv.gov)