

Katie Hobbs  
Governor



**Arizona State  
Board of  
Massage  
Therapy**

1740 W. Adams, Suite 3401  
Phoenix, Arizona 85007

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**PUBLIC MEETING NOTICE  
ARIZONA STATE BOARD OF MASSAGE THERAPY  
Monday, October 23, 2023  
11:00 a.m.  
MST**

To join the recorded and archived  
video meeting, *click this link:*

<https://meet.google.com/fpy-dgxc-gwq>

To join by phone, dial +1 510-939-0439  
and enter this PIN: 979 735 082#

Pursuant to Arizona Revised Statute (“A.R.S”) § 38-431.02, notice is hereby given to the members of the Arizona State Board of Massage Therapy (“Board”) and to the general public, that the Board will hold a meeting open to the public on **Monday, at 11:00 a.m. MST**. The meeting will be held digitally online. [One or more members, of the Board, may participate in the meeting by telephonic communications].

The meeting is open to the public. However, during the course of the meeting, the Board, upon a majority vote of a quorum of the members, may, when necessary, hold an executive session pursuant to A.R.S. § 38-431.03(A)(3) as indicated on the Board’s Agenda. The executive session is not open to the public.

Information concerning the Board’s Agenda, including a copy of the Agenda and any amendments, can be obtained at the Board’s office, through the Board’s website at <https://massagetherapy.az.gov/board-meetings> or by contacting Board staff at [info@massageboard.az.gov](mailto:info@massageboard.az.gov). The Agenda is subject to change up to 24 hours prior to the meeting. Agenda items are noted by number and letter for convenience and reference. The Board may address the agenda items in any order within the time frame indicated, and may set over matters to a later time when necessary. The Board reserves the right to change the order of the agenda items, except for matters set for a specific time.

Title 2 of the Americans with Disabilities Act prohibits the Board from discriminating on the basis of disability in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Board staff at [info@massageboard.az.gov](mailto:info@massageboard.az.gov). Requests should be made as early as possible to allow time to arrange the accommodation.

**ARIZONA STATE BOARD OF MASSAGE THERAPY**

Tom Aughterton, Executive Director

October 15, 2023

A handwritten signature in black ink, appearing to read "Tom A.", positioned above a horizontal line.

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**Ms. Angela M. Reiter, LMT, BC Chair**

**Ms. Bailey S. DeRoest**

**Mr. Michael K. Tapscott, LM T**

Vacant, Public Member

Vacant, Public Member

**October 23, 2023, 11:00 a.m.**

**Board Meeting Agenda**

*(Meeting conducted online, recorded and archived)*

► Arizona licensees attending this full Board meeting may apply for 3 hours of continuing education (CE) credit, once biennially, using temporary sign-in link provided at the State Board website before the meeting.

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**NOTE:** The Chair of the Arizona State Board of Massage Therapy (“Board”) reserves the right to change the order of items published on this agenda, except for public hearings set for a specific time. During the Board meeting, and upon a vote of the majority of a quorum, the Board may go into Executive Session to obtain legal advice from the Board’s attorney(s) pursuant to Arizona Revised Statute (“A.R.S.”) § 38-431.03(A)(3) on any items listed on the agenda. All meeting attendees whose presence is not required in an Executive Session may remain in the board meeting room when the Board withdraws to chambers for an Executive Session. Any and all legal action by Board members will only take place in Open Session.

In accordance with the Open Meeting Law, the Board has a civility policy that prohibits any type of disorderly conduct that disrupts the Board from carrying out its business. Individuals found violating this policy will be asked to modify their behavior and act civilly, and if the disorderly conduct continues, the person may be removed from the virtual meeting.

**The Americans with Disabilities Act:** Persons with disabilities may request reasonable accommodations, such as sign language interpreters. Requests should be made as early as possible to allow time to arrange the accommodation. This document is available in alternative format upon request.

**I. CALL TO ORDER – Chair**

**II. ROLL CALL – Staff**

**III. CALL TO THE PUBLIC – Chair**

Pursuant to A.R.S. § 38-431.01(H), the Board may make an open call to the public during a public meeting, subject to reasonable time, (three minutes), place, and manner restrictions, to allow individuals to address this public body on any issue within the jurisdiction of the public body. However, Members of the Board are not allowed to discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. The Board, however, may ask staff to review a matter or may ask that a matter be put on a future agenda.

**IV. DECLARATION OF BOARD MEMBER CONFLICTS OF INTEREST, PER A.R.S. § 38-503 – Chair**

**V. REVIEW, DISCUSSION AND POSSIBLE ACTION ON BOARD MEETING MINUTES – Chair**

A. Approval of State Board regular meeting minutes for June 26, 2023, July 10, 2023 and September 25, 2023.

[Audio recording available online](#) at State Board website by individual meeting date.

**VI. BOARD CHAIR COMMENTS TO BOARD MEMBERS & STAFF - Chair**

A. Summary Report of 2023 FSMTB Annual Meeting in San Diego CA; (Chair was the Arizona delegate at meeting).

B. Summary Report of the MTB Industry Issues Advisory Task Force – Mara Concordia, Chair

C. Summary Report of HB 2012, Chapter Law 101, Laws of 2023 - Board Member Michael Tapscott

**VII. ITEMS FOR BOARD REVIEW, DISCUSSION AND POSSIBLE ACTION – Chair**

Upon a vote of the majority of a quorum, the Board may go into Executive Session, pursuant to A.R.S. § 38-431.03(A)(2) to discuss or consider records exempt, by law, from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

A. Formal Interviews

(1) 23-018 Lisha Bao LMT-27615 (continuance)

(2) 23-044 Jiafeng Wang MT-26684 (continuance)

B. Formal Hearings

None

C. Investigative Review(s) – to include possible cease-and-desist order and/or referral to local law enforcement

None

D. License Application(s) Requiring Public Board Review

(1) Luwanna Webb- MT-04294P Expired 03/27/2023

(2) Kimberly Downing- MT-18266

E. Disciplinary Monitoring Updates

None

**VIII. BOARD REVIEW OF DRAFT POLICIES & PROCEDURES FOR RESPONSE COMPLIANCE, FOLLOWING 2022 ARIZONA AUDITOR GENERAL SUNSET PERFORMANCE AUDIT – Jessica Ross, Esq.**

**IX. REPORT BY BOARD INVESTIGATOR: Senior Investigator David Elson  
Board Discussion & Review**

A. Monthly status report of incoming complaints to the State Board and investigations being processed with Arizona law enforcement.

**X. EXECUTIVE DIRECTOR'S REPORT - Tom Aughton**

A. **DISCUSSION, REVIEW AND POSSIBLE ACTION** on new Board policy to permit the Executive Director to create new operational policies and procedures, and report updates to the Board at the public meetings.

"Pursuant to A.R.S. 32-4204(C)(7), the Board requests that the Executive Director oversee the development, approval, and implementation of all Board policies and procedures."

**XI. DISCUSSION, REVIEW AND PROPOSALS FOR POSSIBLE BOARD AGENDA ITEMS FOR ACTION FOR FUTURE STATE MEETINGS – Chair, Board Members**

The next monthly State Massage Board meeting date:

**■ November 27, 2023 at 9:00 a.m., held digitally.**

**XII ADJOURNMENT – Chair**

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