

**MASSAGE THERAPY AND BODYWORK THERAPY  
AFFILIATED CREDENTIALING BOARD  
TELECONFERENCE/VIRTUAL MEETING MINUTES  
February 2, 2016**

**PRESENT:** Darlene Campo, Elizabeth Krizenesky; Mark Richardson, Barbara Yetter

**EXCUSED:** Sharon Pollock

**STAFF:** Tom Ryan, Executive Director; Nifty Lynn Dio, Bureau Assistant, and other Department Staff

**CALL TO ORDER**

Elizabeth Krizenesky, Chair, called the meeting to order at 9:00 a.m. A quorum of four (4) members was confirmed.

**ADOPTION OF AGENDA**

**Amendments to the Agenda**

- *Added Item M.3.b: 14 MAB 001 – Lin Li*
- *Item L.1 starts on page 24 corrected from page 23*
- *Announced new member appointed January 29, 2016 Carla Hedtke – expiration date 07/01/2020*

**MOTION:** Barbara Yetter moved, seconded by Darlene Campo, to adopt the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to approve the minutes of November 17, 2015 as published. Motion carried unanimously.

**ADMINISTRATIVE UPDATES**

**Appointments/Reappointments/Confirmations**

**MOTION:** Darlene Campo moved, seconded by Barbara Yetter, to authorize Tom Ryan's participation as Chair of the FSMTB's Human Trafficking Task Force. Motion carried unanimously.

**Department and Staff Updates**

- Dale Kleven – Rules Coordinator
- Eric Esser – Deputy Secretary
- Jeff Weigand – Assistant Deputy Secretary
- Dave Ross – Secretary

**ELECTION OF OFFICERS**

**BOARD CHAIR**

**NOMINATION:** Darlene Campo nominated Elizabeth Krizenesky for the Office of Board Chair.

Tom Ryan called for nominations three (3) times.

Elizabeth Krizenesky was elected as Chair by unanimous consent.

**VICE CHAIR**

**NOMINATION:** Elizabeth Krizenesky nominated Darlene Campo for the Office of Vice Chair.

Tom Ryan called for nominations three (3) times.

Darlene Campo was elected as Vice Chair by unanimous consent.

**SECRETARY**

**NOMINATION:** Darlene Campo nominated Barbara Yetter for the Office of Secretary.

Tom Ryan called for nominations three (3) times.

Barbara Yetter was elected as Secretary by unanimous consent.

<b>2016 ELECTION RESULTS</b>	
<b>Board Chair</b>	Elizabeth Krizenesky
<b>Vice Chair</b>	Darlene Campo
<b>Secretary</b>	Barbara Yetter

**LIAISON APPOINTMENTS**

<b>2016 LIAISON APPOINTMENTS</b>	
<b>Credentialing Liaison(s)</b>	Darlene Campo, Alternate – Sharon Pollock
<b>DLSC Liaison</b>	Barbara Yetter, Alternate – Mark Richardson
<b>Monitoring Liaison</b>	Barbara Yetter, Alternate – Darlene Campo
<b>Office of Education and Examinations Liaison</b>	Darlene Campo Alternate – Mark Richardson
<b>Legislative Liaison</b>	Barbara Yetter Alternate – Elizabeth Krizenesky
<b>Travel Liaison</b>	Elizabeth Krizenesky Alternate – Darlene Campo
<b>Website Liaison</b>	Elizabeth Krizenesky, Alternate – Darlene Campo
<b>Administrative Rules Liaison</b>	Elizabeth Krizenesky Alternate – Darlene Campo
<b>Professional Assistance</b>	Barbara Yetter

<b>Procedure (PAP) Liaison</b>	Alternate – Mark Richardson
<b>Screening Panel</b>	Darlene Campo, Barbara Yetter, Mark Richardson

**MOTION:** Mark Richardson moved, seconded by Darlene Campo, to affirm the Chair's appointment of liaisons and panels for 2016. Motion carried unanimously.

### **DELEGATION MOTIONS**

#### ***Delegated Authority for Urgent Matters***

**MOTION:** Barbara Yetter moved, seconded by Darlene Campo, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters, make appointments to vacant liaison, panel and committee positions, and to act when knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

#### ***Delegated Authority for Application Denial Reviews***

**MOTION:** Mark Richardson moved, seconded by Barbara Yetter, that the Board counsel or another department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin Code § SPS 1.08(1). Motion carried unanimously.

#### ***Document Signature Delegation***

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, chief presiding officer, or longest serving member of the Board, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Board delegates the authority to Executive Director or designee to sign the name of any Board member on documents as necessary and appropriate. Motion carried unanimously.

#### ***Credentialing Authority Delegations***

**MOTION:** Barbara Yetter moved, seconded by Darlene Campo, to delegate authority to the Credentialing Liaisons to address all issues related to credentialing matters except potential denial decisions should be referred to the full Board for final determination. Motion carried unanimously.

**MOTION:** Mark Richardson moved, seconded by Darlene Campo, to delegate credentialing authority to DSPS for those submitted applications that meet the criteria of Rule and Statute and thereby would not need further Board or Board liaison review. Motion carried unanimously.

***Monitoring Delegations***

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to affirm the Chair's appointment of Barbara Yetter as the Monitoring Liaison, and Darlene Campo as the alternate, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor'; document as presented. Motion carried unanimously.

***Travel Delegation***

**MOTION:** Darlene Campo moved, seconded by Barbara Yetter, to authorize the travel liaison to approve all Board travel. Motion carried unanimously.

**LEGISLATIVE/ADMINISTRATIVE RULE MATTERS****Senate Bill 568 – Board Review**

**MOTION:** Barbara Yetter moved, seconded by Darlene Campo, to designate Elizabeth Krizenesky to draft and send a letter opposing Senate Bill 568 and Assembly Bill 726, to the Senate Government Operations and Consumer Protection Committee with a copy to any other legislators or legislative committees. Motion carried unanimously.

**MOTION:** Mark Richardson moved, seconded by Barbara Yetter, to authorize Elizabeth Krizenesky to consult with the FSMTB in drafting or reviewing the letter opposing Senate Bill 568 and Assembly Bill 726. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Darlene Campo - yes; Elizabeth Krizenesky - yes; Mark Richardson – yes; Barbara Yetter - yes. Motion carried unanimously.

The Board convened into Closed Session at 10:18 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Barbara Yetter moved, seconded by Darlene Campo, to reconvene in Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 10:49 a.m.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,  
IF VOTING IS APPROPRIATE**

**MOTION:** Darlene Campo moved, seconded by Barbara Yetter, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

**MOTION:** Barbara Yetter moved, seconded by Mark Richardson, to authorize the Executive Director or designee to sign the Proposed Stipulations, Final Decisions and Orders adopted today on behalf of the Board. Motion carried unanimously.

### **CREDENTIALING MATTERS**

#### **Full Board Review – Claire Morkin**

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to table the application of Claire Morkin pending further information. Motion carried unanimously.

### **DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS**

#### **Proposed Stipulations, Final Decisions and Orders**

##### ***14 MAB 008 – Libo Liu***

**MOTION:** Mark Richardson moved, seconded by Barbara Yetter, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Libo Liu, DLSC case number 14 MAB 008. Motion carried unanimously.

##### ***14 MAB 001 – Lin Li***

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Lin Li, DLSC case number 14 MAB 001. Motion carried unanimously.

### **RATIFICATION OF LICENSES AND CERTIFICATES**

**MOTION:** Darlene Campo moved, seconded by Mark Richardson, to delegate ratification of examination results to DSPS staff and to delegate and ratify all licenses and certificates as issued. Motion carried unanimously.

### **ADJOURNMENT**

**MOTION:** Barbara Yetter moved, seconded by Darlene Campo, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:53 a.m.