



NORTH CAROLINA BOARD of MASSAGE AND BODYWORK THERAPY

4140 ParkLake Avenue
Suite 100
Raleigh, NC 27612

OPEN SESSION MINUTES

August 21, 2025; 10:15 a.m. – 2:35 p.m.; 4:15 p.m.

GlenLake One

4140 ParkLake Avenue, 4th Floor Conference Room, Raleigh, NC 27612

and

Via Conference Call

"The mission of the NCBMBT is to regulate the practice of massage and bodywork therapy in the State of North Carolina to ensure competency, and to protect the public health, safety and welfare."

TIME AND PLACE

The North Carolina Board of Massage and Bodywork Therapy met in person in Open Session on August 21, 2025, at 10:15 a.m. Members of the public attended in person and virtually via Webex

MEMBERS PRESENT

Ms. Amy Swink, Mr. Robert Reeves, Ms. Tawanda Auston, Ms. Laura Ford, Ms. Nancy Harrell, Dr. Tawanda Carpenter and Mr. Michael Taheri

MEMBERS ABSENT

Dr. Brian Keogh

OTHERS PRESENT

Mr. Charles Wilkins and Mr. Ben Thompson, Legal Counsel to the Board, Ms. Elizabeth Kirk, Administrative Director and Ms. Anna Pace, Assistant Administrative Director

CHAIR

Ms. Swink, Chair, read the statutory purpose of the Board.

RECORDING SECRETARY

Ms. Kirk

DR. TAWANDA CARPENTER AND MR. MICHAEL TAHERI

Ms. Swink welcomed Dr. Carpenter and Mr. Taheri as the new therapist and public member of the Board appointed by Governor Josh Stein. Ms. Swink administered the Oath of Office to Dr. Carpenter and Mr. Taheri.

APPROVAL OF AGENDA/CONFLICT OF INTEREST

Ms. Swink asked if any Board member had any conflict of interest with any item on the meeting's agenda. Mr. Reeves recused himself from discussion on Gerald Hamilton and Southeastern College and Ms. Swink recused herself from discussion on Christina Poole. Upon motion made by Ms. Swink, seconded by Mr. Reeves, and passed with 4 votes in favor and 2 against, the Board agreed to discuss allowing Kay Warren, past Treasurer and Board member, to present the Treasurer's and 2025-2026 Budget reports in item IV of the agenda. Upon motion made by Ms. Ford, seconded by Ms. Swink and amended by Mr. Reeves, with 5 votes in favor and 1 against, the Board agreed to keep the Dropbox discussion in New Business. Upon motion made by Ms. Ford and seconded by Dr. Tawanda Carpenter, with 2 votes in favor and 5 against, the Board did not agree to amend the agenda to include discussion on separating legal and staff time.

APPROVAL OF MINUTES

Upon motion made by Mr. Reeves, seconded by Ms. Auston and passed unanimously, the Board approved its open session minutes of April 17, 2025.

TREASURER'S REPORT AND 2025-2026 BUDGET

Upon motion made by Ms. Auston, seconded by Ms. Carpenter, with 4 votes in favor and 3 against, the Board agreed to allow Ms. Warren to present the Treasurer's and Budget report without approving the reports. The motion was amended by Ms. Auston, seconded by Ms. Harrell, with 4 votes in favor and 2 against, and the Board agreed to postpone discussions on the Treasurer's and Budget report.

ADMINISTRATIVE REPORTS

Rules

There are no pending rules at the Rules Review Commission. Mr. Wilkins informed the Board the Rules Review Commission attorney is pre-reviewing the Board's rules for the readoption process required pursuant to the periodic review process scheduled to begin in 2026.

Practice Act

There are no pending amendments to the Practice Act.

Disciplinary Hearings

Mr. Wilkins informed the Board of proposed Consent Orders regarding: Jessica Aiken, Erin Hannigan-Laible, Devonte Hinton, Brenda Money, Mary Redman and Melody Wade for practicing with an expired license; Bryan Cathcart for engaging in inappropriate contact with a client and failing to inform and receive informed consent from the client during a massage and bodywork therapy session; Kylie Cole and Nicole Weaver for practicing prior to being licensed;

Jarrold Crawford for engaging in inappropriate contact and failing to deliver treatment that ensuring the safety, comfort and privacy for two separate clients during massage and bodywork therapy sessions; Gerald Hamilton and Zachary Lyons for inappropriate sexual contact with a client during a massage and bodywork therapy session; Billy Johnson and Yauheni Latyshau for failing to deliver treatment that ensured the client's safety, comfort and privacy during a massage and bodywork therapy session; Christian Reyes for using his phone to take a video recording of a massage session with a client; Armands Skalde for engaging in inappropriate conversation with a client during a massage and bodywork therapy session.

There are no hearings scheduled today.

Mr. Thompson informed the Board that the lawsuit filed by Ms. Gerdus regarding the denial of her license was dismissed by a Superior Court judge.

Ms. Kirk reported:

Licensee Report

22,814 have been issued.
10,091 active licenses.

Renewal Report

There are 4,828 licensees scheduled to renew for the 2026-2027 renewal period. 568 licenses expired December 31, 2023 and can renew by December 31, 2025. Updates to renewals were sent in July and license renewal instructions will be sent in September. The routine Continuing Education Audit is being completed for 200 therapists who renewed online.

Establishment Report

1,704 establishments have requested an application.
855 establishments have submitted an application.
720 establishment licenses have been issued.

Establishment Renewal Report

There are 327 establishments scheduled to renew for the 2026-2027 renewal period.

COMMITTEE REPORTS

Ms. Swink requested the Chair of each committee inform the public of the charge and purpose of each committee.

Policy Committee

Ms. Swink reported the Committee met June 5, 2025, and discussed the matters set forth in the minutes of the Committee.

Establishments applications - NOPVs

Board staff informed the Committee of timely responses to the NOPV letters and agreed to send reminders every 30 days and NOPV letters every 60 days for those establishments that have not completed the application process.

Amendment to Guideline 5.4

The Committee reviewed and discussed Guideline 5.4 and agreed to recommend the Board amend Guideline 5.4 to allow CEs to be completed between October 1 of the previous renewal period and December 31 of the current renewal period. Upon motion made by Ms. Ford, seconded by Mr. Reeves and passed unanimously, the Board agreed with the Committee's recommendation.

Update on Legislative bills

The Committee discussed and reviewed HB 99, 122, 693, 763 and 926. Mr. Wilkins informed the Committee none of the bills have moved or made the crossover date but can still be discussed later in the session. Board staff will continue to monitor the movement of the bills.

License Standards Committee

Ms. Auston reported the Committee met August 14, 2025, and discussed the matters set forth in the minutes of the Committee.

Qiuying Liang

Ms. Liang appeared before the Board to appeal the decision by the License Standards Committee to deny her application for a license.

Christina Poole

Ms. Poole appeared virtually before the Board to appeal the decision by the License Standards Committee to deny her application for a license.

School Approval Committee

Ms. Harrell reported the Committee met June 5, 2025, and discussed the matters set forth in the minutes of the Committee.

School Summit

Ms. Ford, as facilitator, reported on the school summit that took place May 20, 2025.

The Committee recommended the following school renewals and curriculum changes for the schools not scheduled to renew this year and the Board agreed with the recommendation of the Committee as follows:

2025 School Renewal Applications

The Committee reviewed the 2025 renewals received from nine schools required to renew this year along with the summaries produced by M&M Consulting. The following schools were recommended for approval for one or two years as designated:

1. Aveda Institute Wilmington – recommend approval for one year
2. Center for Massage and Natural Health – recommend approval for two years
3. Cornerstone Holistic Institute – recommend approval for one year
4. Institute for Massage and Bodywork Therapy – recommend approval for one year
5. Kneaded Energy School of Massage – recommend approval for two years
6. NC Massage School – recommend approval for one year
7. Southeastern College – recommend approval for one year; require continuance with action plan; schedule attendance audit site visit in 2025
8. The Healing Arts & Massage School – recommend approval for two years
9. Western North Carolina School of Massage – recommend approval for two years

The following three schools did not have to renew in 2025 but are scheduled to renew in 2026 along with the above five schools that received a one-year renewal:

1. Gwinnett College
2. Maiden School of Massage and Bodywork Therapy
3. North Carolina School of Advanced Bodywork

Review curriculum changes:

- a. Gwinnett College – decision pending review of their curriculum changes
- b. Maiden School of Massage and Bodywork Therapy – recommend approval of curriculum changes
- c. North Carolina School of Advanced Bodywork – recommend approval of curriculum changes

The Board agreed with the recommendations of the Committee and all schools were approved as recommended; although, Ms. Ford voted not to approve the recommendation for Southeastern College.

Communications Committee

Ms. Ford reported the Committee met May 23, 2025, and reviewed draft social media posts for the Board's Facebook page. Upon motion made by Ms. Harrell, seconded by Ms. Ford and passed unanimously, the Board agreed for the Communications Committee to table this discussion for review once new committee assignments are made.

Contract Committee

Ms. Harrell reported the Committee met with Dale Atkinson at its May meeting.

OLD BUSINESS

NC General Assembly Proposed Laws Affecting Licensing Boards

Mr. Wilkins informed the Board there were bills pending in the North Carolina General Assembly that may affect the Board.

CLEAR

a. 2025 Annual Meeting

The 2025 Annual Meeting will be held in Chicago, Illinois, September 15-18, 2025.

b. July 2025 Update

The Board reviewed an email dated July 29, 2025, regarding the July 2025 Update.

FSMTB

a. 2025 Annual Meeting

The 2025 Annual Meeting will be held in Kansas City, Missouri, October 5-7, 2025. Upon motion made by Ms. Auston, seconded by Ms. Harrell and passed unanimously, the Board agreed that Ms. Kirk will serve as the Board delegate and Ms. Swink will be the additional attendee at the annual meeting.

b. May, June, July and August In Touch

The Board reviewed emails dated May 1, 2025, June 2, 2025, July 1, 2025 and August 1, 2025, respectively, regarding the May, June, July and August In Touch newsletters.

NEW BUSINESS

Discuss Dropbox protocols

Ms. Kirk informed the Board that she is still working on the Dropbox folders for Open and Closed meeting minutes. Ms. Ford discussed drafting an operations manual detailing the relationship between the Board and Broughton, Wilkins, Sugg & Thompson, PLLC. Upon motion made by Ms. Ford and seconded by Ms. Auston, with 4 votes in favor and 2 against, the Board agreed for the Communications Committee to draft an operations procedure manual for the Board to review.

2026 Board Meeting Dates

The Board discussed the 2026 Board meeting dates. Upon motion made by Ms. Auston, seconded by Mr. Reeves and passed unanimously, the Board approved the 2026 Board meeting dates. The dates are as follows: February 12, April 16, June 18, August 20, October 15 and December 10.

2025-2026 Board Elections

The Board conducted officer elections. The votes were as follows:

Chair:

Ms. Auston, Ms. Harrell, Mr. Reeves and Mr. Taheri voted for Nancy Harrell; Dr. Carpenter, Ms. Ford and Ms. Swink voted for Amy Swink. Ms. Harrell was elected Chair.

Vice Chair:

Ms. Auston was nominated and elected Vice Chair unanimously.

Treasurer:

Dr. Carpenter and Ms. Ford declined their nominations. Mr. Reeves was nominated and elected Treasurer unanimously.

PUBLIC COMMENT

There were three verbal comments from the public.

CLOSED SESSION

Upon motion made, seconded, and passed, and pursuant to NCGS 143-318.11(a)(1), (3) and (7) as well as NCGS 143-318.18(6), the Board went into Closed Session on August 21, 2025, at 2:35 p.m.

RETURN TO OPEN SESSION

The Board returned to Open Session on August 21, 2025 at 4:15 p.m.

Qiuying Liang

Ms. Swink reported Ms. Liang was denied a license.

Christina Poole

Ms. Swink reported Ms. Poole was denied a license.

Jessican Aiken

Ms. Swink reported Ms. Aiken's Consent Order was approved.

Bryan Cathcart

Ms. Swink reported Mr. Cathcart's Consent Order was approved.

Kyle Cole

Ms. Swink reported Ms. Cole's Consent Order was approved.

Jarrold Crawford

Ms. Swink reported Mr. Crawford's Consent Order was amended to require one year of probation and \$500 in civil penalties and \$500 in disciplinary costs.

Gerald Hamilton

Ms. Swink reported Mr. Hamilton's Consent Order was approved.

Erin Hannigan-Laible

Ms. Swink reported Ms. Hannigan-Laible's Consent Order was approved.

Devonte Hinton

Ms. Swink reported Mr. Hinton's Consent Order was approved.

Billy Johnson

Ms. Swink reported Mr. Johnson's Consent Order was approved.

Yauheni Latyshau

Ms. Swink reported Mr. Latyshau's Consent Order was approved.

Zachary Lyons

Ms. Swink reported Mr. Lyons' Consent Order was approved.

Brenda Money

Ms. Swink reported Ms. Money's Consent Order was approved.

Mary Redman

Ms. Swink reported Ms. Redman's Consent Order was approved.

Christian Reyes

Ms. Swink reported Mr. Reyes' Consent Order was approved.

Armands Skalbe

Ms. Swink reported Mr. Skalbe's Consent Order was approved.

Melody Wade

Ms. Swink reported Ms. Wade's Consent Order was approved.

Nicole Weaver

Ms. Swink reported Ms. Weaver's Consent Order was approved.

2024-2025 4th Quarter Legal Services provided by Broughton, Wilkins, Sugg & Thompson, PLLC

Ms. Swink reported that the Board reviewed and approved payment to Broughton, Wilkins, Sugg & Thompson, PLLC for legal services provided in court during the 4th quarter of fiscal year 2024-2025.

Treasurer's/Budget Report

The Treasurer's and Budget Reports are to be reviewed by the Policy Committee and if the Policy Committee deems appropriate, then by the Contract Committee.

ADJOURNMENT

Upon motion duly made, seconded and passed, the August 21, 2025, meeting adjourned at 4:15 p.m.

Ms. Amy Swink, Chair

Mr. Robert Reeves, Treasurer