

**MINUTES**  
**MASSAGE EDUCATION PEER COMMITTEE**  
**JANUARY 3, 2023 • 9:00 A.M**

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Electronic Meeting

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Convened: 9:03 a.m.

Adjourned: 10:15 a.m.

**COMMITTEE MEMBERS PRESENT:**

Kirk Jorgensen      Randall Nikola

**COMMITTEE MEMBERS ABSENT:**

Kory Brower      Sharon Muir

**DOPL STAFF PRESENT:**

Lynne Anthony, Bureau Manager  
Tynisha Lutz, Board Secretary

**GUESTS:**

Thelma Wynette VanAusdal  
Christe Bomber  
Pete Medd  
Jeff McGrath

NOTE: OTHER GUESTS MAY HAVE BEEN IN ATTENDENCE ELECTRONICALLY BUT WERE NOT IDENTIFIED

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**ADMINISTRATIVE BUSINESS: (00:02:00)**

**Elect Committee Chair: (00:02:10)**

Committee meeting did not have a full quorum. Committee chair vote pushed to March 7, 2023 meeting.

Massage Education Peer Committee's will vote on approving the minutes at the next meeting when there is a full quorum.

**DISCUSSION ITEMS: (00:02:20)**

**Health Effects Massage Curriculum: (00:02:21)**

Nikola and Jorgensen explained discrepancies and subject hours in the curriculum. Specific sections discussed and provided to Health Effects Massage School Orem, UT:

1. Discrepancies with program hours and subject hours
  - 674 = Exhibit 1 (PDF page 2)
  - 600 = (PDF page 3)

- 663 = Chart of Instruction (PDF page 6)
- 720 = (PDF page 21)

2. Each course needs a separate syllabus 2a that lists all required elements for schools

3. Discrepancy between GPA (4.0 to 0.0) and SBG range (3.0 to 0.0) (Problems occur when transferring credit between schools) Discrepancy grade point average. SBG range. 3.0-0.0. SBG range most instances reflect a 4.0 range. Problem is when transferring credit between schools, one may have a different grade point average. Change the grade point average. Helps with other schools and transferring to other schools.

4. Exhibit 3A Calendar discrepancies in hours Exhibit 4.a Calendar discrepancy. Most notable, still showed hour discrepancy.

5. Exhibit 4 needs to list actual cost for calculating refunds to students

6. Exhibit 5 School Catalog Required Elements Missing

- List of approvals or pending approvals, licensures, memberships
- List programs offered, detailed course descriptions and program delivery
- COA breakdown including what is not included in COA
- List faculty + admin along with level of education, degrees, and name of institution conferring degree
- Accessibility for disabled students- ADA requirements
- Policy on GPA and its affect by withdrawals, incompletes, repeated courses, and transferred credit
- Appeals process for students who do not meet SAP
- Policy defining maximum timeframe for program completion and affect on students not completing program with maximum timeframe.
- It is highly recommended that all elements of the SAP be listed under SAP instead of other areas of the catalog for clarity's sake so students don't misunderstand.
- Calendar discrepancies (PDF page 44)
- Detailed description of what "pro-rata" refund means to students (PDF page 52)

- Transcripts are to be kept indefinitely (PDF page 55)

Jorgensen noted the attendance policy discrepancy stating that it is arbitrary and inconsistent.

For SAP the curriculum would need clear attendance policy.

Submission student to teacher ratio- maximum capacity shows only 4-1 size of facility.

Anthony asked if VanAusdal's facility had the capability to for 30 students.

VanAusdal explained the facility is not a large area.

Jorgensen noted the capacity and the limits of the facility is required and not just the amount of students she can handle personally.

Nikola clarified the facility requirements relate to how many tables can be set up in a classroom is how many students a school can have.

VanAusdal noted it would probably be around 8-10.

Jorgensen explained that it is the amount of tables that can be set up in the room and then multiply it by two. Each table with a student practitioner and student model.

Jorgensen explained that instructional or direct supervision it has to be face to face. Being in multiple rooms is not a workable option. Multiple rooms would suffice for indirect supervision.

Jorgensen clarified, for direct classroom instruction, students would all be in the same room. Near the end of the curriculum for required clinic hours, indirect supervision in multiple rooms is okay.

Vanausdal noted there are different amounts of hours listed on the calendar so that if students miss a class, they could make up the 600 hours.

Anthony explained that the students have to graduate from the program. Not just complete it when they reach 600 hours. Most schools in Utah require more than 600 hours to graduate to ensure they have received all the required education. Program hours have to be consistent throughout the curriculum.

VanAusdal asked what the education requirements were for instructors at the school. She asked if a licensed massage therapist (LMT) met the instructor education requirement.

Nikola explained the requirements include listing faculty and administration, name of the institution conferring the degree or certificate.

Massage Education Peer Committee recommended Health Effects Massage resubmit curriculum with corrections and attend the next committee meeting.

**MPower Career Training Curriculum: (00:36:30)**

Individuals with Mpower Career Training Salt Lake City UT introduced themselves.

Pete Medd: CEO and Owner

Christe Bomber: Compliance

Jeff McGrath: Vice president

Nikola and Jorgensen discussed discrepancies and errors in MPowers Career Training curriculum

1. Attachment #1 is missing (PDF page 11)
2. Attachment #2 is missing (PDF page 88)
3. Exhibit #3 is missing (PDF page 91)
4. Attachment #4 is missing (PDF page 92)
5. Address missing on cover of school catalog (PDF page 93)
6. Exhibit #5 is missing (PDF pages 95, 112)
7. Attachment #5 is missing (PDF pages 97, 100, 102, 115)
8. Attachment #6 is missing (PDF page 99)
9. List each campus, and whether it is an AMTA member and/or NCBTMB assigned school number (PDF page 101) Schools outside of the state but has no bearing on what it means for Utah. List each campus in Utah and which are AMTA members and information for that.
10. AHCI history has not been added (PDF page 103) Institution identified as AHCI and how it relates to MPower is still not listed. If they are all the same institution, if they are the same opened in Utah, You have to show the legal relationships. Separate companies, principles, etc.
11. "This and all COMTA statements will be removed" means the corrections have not yet been made  
(PDF page 106) Corrections have not been made, the state of Utah cannot prove anything until they have been fixed.
12. Clarify "facility use agreements" and off-site teachers (PDF page 110-111) refers to a facility that they do not own.

Nikola noted the national board does not approve schools if they are using off site facilities, or employees are using off site facilities. School employees doing an externship have to be at the school. Clarify the off site facility, if they are employees being paid for what they are providing. People that are supervising students are employees of the schools.

13. Remove inaccurate statement regarding NCBTMB approved status and graduates being able to sit for national board exam (PDF page 111)

14. Exhibit #7 is missing (PDF pages 111, 115)

Medd explained they will get all the sections that are missing in the PDF's combined for second submission.

Medd explained Allied Career Institute LLC and Mpower LLC is the same entity and was changed to reflect the parent company. He noted that AHCI is listed in other states.

Nikola explained that the school needs to clarify and list all campuses.

Jorgensen discussed comments on the curriculum about information being added later. He noted the committee would like to see the final addition to the curriculum before approval.

Massage Education Peer Committee recommended Mpower LLC resubmit curriculum with corrections and attend the next committee meeting.

**Curriculum Submission Process: (01:01:45)**

Anthony discussed the curriculum submission process and the corresponding email DOPL will send to individuals who want to submit a curriculum.

The committee members made recommendations and additions to the email instructions when responding with and attaching the curriculum guidelines.


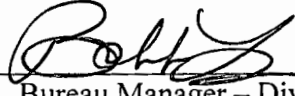
Nikola included helpful tips and tricks for formatting.

**TENTATIVELY SCHEDULED MEETINGS**

March 7, 2023

ADJOURN: 10:15 AM. (no motion required)

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessary shown in the chronological order they occurred.

<u>10/31/23</u> Date Approved	<u></u> Committee Chair – Massage Education Peer Committee
<u>12/31/23</u> Date Approved	<u></u> Bureau Manager – Division of Occupational & Professional Licensing