



**CAMTC Board of Directors Meeting**

**MINUTES – OPEN SESSION**

**December 10, 2020**

Via Zoom

Directors Present: *Ron Bates, Allison Budlong, Mike Callagy, Mark Dixon, Shana Faber, Jeff Forman, Heather Forshey, John Lambert, Michael Marylander, Bernadette Murray, Tracy Rhine, Sean Thuilliez*

Directors Absent: *Stephany Powell*

Staff Present: *Ahmos Netanel, CEO; Jon Walters, Director of Operations; Beverly May, Director of Governmental Affairs, Human Trafficking and IT; Roberta Rolnick, Outreach Director; Joe Bob Smith, Director of Educational Standards Division; Rick McElroy, Director of Law Enforcement Relations; Jennifer Swartzel, CFO*

General Counsel: *Jill England*

Special Counsel: *Alison Siegel*

**1. Call to Order, roll call and establish quorum**

Chairman Jeff Forman called the meeting to order at 8:32 am and established a quorum.

## **2. Chair's Comments**

- Welcome/Introductions
- Rules of Debate

## **3. Approval of minutes from October 1, 2020**

**MOTION 12102020:1 Bates/Dixon - Motion to approve open session minutes from the October 1, 2020 Board meeting.**

**MOTION PASSES**

**ROLL CALL VOTE: 9 Yes; 0 No; 2 Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy – Did not vote

Mark Dixon – Yes

Shana Faber – Yes

Heather Forshey - Abstain

John Lambert - Yes

Michael Marylander – Abstain

Bernadette Murray – Yes

Tracy Rhine - Yes

Sean Thuilliez – Yes

Jeff Forman – Yes

#### **4. Election of officers**

**MOTION 12102020:2 Dixon/Forshey - Motion to elect a slate of officers with Jeff Forman as Chair, Ron Bates as Vice Chair, Michael Marylander as Treasurer, and Allison Budlong as Secretary.**

**Murray/\_\_\_\_\_ – substitute motion to consider each office separately rather than a slate. The substitute motion died for lack of a second.**

**MOTION PASSES**

**ROLL CALL VOTE: 10 Yes; 0 No; 1 Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber – Did not vote

Heather Forshey - Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray – Yes

Tracy Rhine - Abstain

Sean Thuilliez – Yes

Jeff Forman – Yes

#### **5. Sunset Review**

Ahmos Netanel reported that the Supplemental Sunset report was submitted to the legislature by December 1, 2020 after review by the Chair and Vice Chair.

**MOTION 12102020:3 Dixon/Forman - Motion to ratify the Supplemental Sunset Report**

**MOTION PASSES**

**ROLL CALL VOTE: 11 Yes; 0 No; 1 Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber – Yes

Heather Forshey - Yes

John Lambert - Yes

Michael Marylander –Yes

Bernadette Murray -Abstain

Tracy Rhine - Yes

Sean Thuilliez – Yes

Jeff Forman – Yes

**6. Interactive distance learning**

**MOTION 12102020:4 Bates/Budlong - Motion to approve the proposed amendment to the Interactive Distance Learning policy.**

**MOTION PASSES**

**ROLL CALL VOTE: 11 Yes; 0 No; 1 Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber – Yes

Heather Forshey - Yes

John Lambert - Abstain

Michael Marylander – Yes

Bernadette Murray – Yes

Tracy Rhine - Yes

Sean Thuilliez – Yes

Jeff Forman – Yes

**7. Policies and Procedures for Approval of Schools**

**MOTION 12102020:5 Dixon/Budlong - Motion to remove requirement 4 on page 6 of the Policies and Procedures for Approval of Schools that applicants from closed schools submit proof of continuous local massage permits or come to hearing.**

**MOTION PASSES**

**ROLL CALL VOTE: 12 Yes; 0 No; 0 Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber – Yes

Heather Forshey - Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray – Yes

Tracy Rhine - Yes

Sean Thuilliez – Yes

Jeff Forman – Yes

## **8. Pandemic-related loans**

**CEO Netanel reported that CAMTC has applied for the forgiveness of the PPP loan and has been approved for the SBA Economic Injury Disaster Loan (EIDL) for \$150,000, 30 years @2.75% interest, a 12 month deferral of first payment and no prepayment penalty.**

**MOTION 12102020:6 Bates/Marylander - Motion to approve the recommendation of the CEO to accept the SBA loan after review by the Chair and Vice Chair with a report back to the Board at the first meeting next year and in the meantime to report to the Board in a memo.**

**MOTION PASSES**

**ROLL CALL VOTE: 9 Yes; 2 No; 1 Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy –Did not vote

Mark Dixon – Yes

Shana Faber – Yes

Heather Forshey -Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray – No

Tracy Rhine – No

Sean Thuilliez – Yes

Jeff Forman – Yes

## **9. Strategic priorities – 2021**

**MOTION 12102020:7 Murray/Bates Motion to ratify the 2021 Strategic Priorities approved by the Board October 1, 2020 as presented at this meeting.**

**MOTION PASSES**

**ROLL CALL VOTE: 12 Yes; 0 No; 0 Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber – Yes

Heather Forshey -Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray –Yes

Tracy Rhine – Yes

Sean Thuilliez – Yes

Jeff Forman – Yes

## **10. Employee Benefits**

Vijay Ahuja reported that the employer contribution to the 403b plan for 2020 is expected to be 3.25% of the employees' compensation, which will total approximately \$52,000. The Board previously approved up to an \$80,000 employer contribution. The exact amount will be finalized after the end of the year and deposited into the employee accounts in January or February 2021.

## **11. Treasurer's report**

Michael Marylander reported that over 81% of certificate holders have been recertifying; the total number of active certificate holders remains steady at just over 50,000. The decline is in the number of new applicants which is down significantly as expected due to the pandemic. CAMTC's financial position remains strong.

## **12. Preliminary 2021 Budget**

Ahmos Netanel presented an overview of the preliminary 2021 budget

**MOTION 12102020:8 Dixon/Forman - Motion to approve the preliminary 2021 budget.**

**MOTION PASSES**

**ROLL CALL VOTE: 9 Yes; 2 No; 0 Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy – Did not vote

Mark Dixon – Yes



Shana Faber – Yes

Heather Forshey -Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray – No

Tracy Rhine – No

Sean Thuilliez – Yes

Jeff Forman – Yes

### **13. Proposed clarifying amendment to committee section of Bylaws**

**MOTION 12102020:9 Murray/Lambert - Motion to approve the concept of a Bylaw amendment regarding committee chair appointees.**

**MOTION FAILS**

**ROLL CALL VOTE: 1 Yes; 7 No; 2 Abstain**

Ron Bates - No

Allison Budlong – No

Mike Callagy – Did not vote

Mark Dixon – No

Shana Faber –No

Heather Forshey - No

John Lambert - Abstain

Michael Marylander – Did not vote

Bernadette Murray – Yes

Tracy Rhine - Abstain

Sean Thuilliez – No

Jeff Forman – No

#### **14. Audit Committee - update**

Mr. Netanel reported that the current firm that performed the 2019 Audit is also willing to perform the 2020 Audit.

#### **15. Audit Committee - independent auditing firm selection**

**MOTION 12102020:10 Murray/Bates - Motion to accept the recommendation of the Audit committee that the Board approve the selection of Damore, Hamric & Schneider, Inc. to conduct the independent audit for year ending December 31, 2020 with an audit report completion date of no later than June 30, 2021.**

**MOTION PASSES**

**ROLL CALL VOTE: 9 Yes; 2 No; 1 Abstain**

Ron Bates - Yes

Allison Budlong – Abstain

Mike Callagy – Yes

Mark Dixon – No

Shana Faber – No

Heather Forshey - Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray – Yes

Tracy Rhine - Yes

Sean Thuilliez – Yes

Jeff Forman – Yes

**MOTION 12102020:11 Murray/Bates - Motion to direct the Audit Committee in 2021:**

**a) to conduct an RFP process to solicit proposals for a 1- 3 year contract from a minimum of three (3) firms experienced in conducting independent audits for nonprofits to conduct the independent annual audit beginning with year ending December 31, 2021; and**

**b) to report back to the Board with a recommendation no later than October 31, 2021 including in the report both quantitative and qualitative selection criteria supporting the selection.**

Friendly amendment Thuilliez to change the three dates in the motion to 2022 and to remove the minimum of three firms – accepted

**MOTION 12102020:11 Murray/Bates (as amended) - Motion to direct the Audit Committee in 2022:**

**a) to conduct an RFP process to solicit proposals for a 1-3 year contract from firms experienced in conducting independent audits for nonprofits to conduct the independent annual audit beginning with year ending December 31, 2022; and**

**b) to report back to the Board with a recommendation no later than October 31, 2022 including in the report both quantitative and qualitative selection criteria supporting the selection.**

**MOTION PASSES**

**ROLL CALL VOTE: 12 Yes; No; Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy – Yes

Mark Dixon - Yes

Shana Faber – Yes

Heather Forshey - Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray – Yes

Tracy Rhine - Yes

Sean Thuilliez – Yes

Jeff Forman -Yes

#### **16. Career opportunity outreach**

**Ahmos Netanel recommended that the Board authorize staff to re-instate the Career Opportunity Outreach program**

**MOTION 12102020:12 Forman/Dixon - Motion to authorize staff to re-instate the Career Opportunity Outreach program and to re-evaluate the program in one year after implementation.**

**MOTION PASSES**

**ROLL CALL VOTE: 7 Yes; 4 No; 0 Abstain**

Ron Bates - Yes

Allison Budlong – Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber – Yes

Heather Forshey - No

John Lambert - No

Michael Marylander – Did not vote

Bernadette Murray – No

Tracy Rhine – No

Sean Thuilliez – Yes

Jeff Forman – Yes

### **17. CAMTC logo**

Ahmos Netanel asked for input on the proposed new logo, to be brought back to the Board for approval at the next meeting.

### **18. Public comments regarding issues not on this agenda/suggested agenda items for future meetings**

There were no comments.

### **19. Chief Executive Officer's report**

Ahmos Netanel discussed the rapidly changing environment at the state and local health departments regarding the ability of massage services to be provided during the pandemic. CAMTC has issued 45 bulletins to update the profession and public since the beginning of the pandemic and has been engaging in continuous communication with massage business groups.

### **20. Director of Governmental Affairs, Human Trafficking and IT**

Beverly May reported that Sacramento City is planning to introduce their new ordinance for first reading in January 2021. She stated that Rick McElroy had to leave this meeting to be on an HT-Radar Research session pertaining to data on Illicit Massage Businesses (IMB)s. She has been invited to participate on a committee with the Marin County Human Trafficking Coalition.

## **21. Director of Operations' report**

Jon Walters reported that we are operating at capacity and continue to meet and far exceed Board requested timeframes to process new and recertifications and to respond to calls and emails.

## **22. Director of Educational Standards Division's report**

Joe Bob reported that they have been conducting virtual inspections of schools and have just approved the first virtually-inspected school.

## **23. Director of Law Enforcement Relations' report**

Rick McElroy left the Board meeting early to attend a zoom session with HT-Radar on Illicit Massage Businesses. Alison Siegel reported on the status of interactions with Los Angeles Police Department regarding information sharing. There was a meeting with the city attorney but there has been no response.

## **24. Outreach Director's report**

Roberta Rolnick reported that in 2021 we expect to have continued outreach with the California Police Chiefs Association (CPCA), virtually and another live meeting in the fall, as well as outreach with the California Association of Code Enforcement Officers' (CACEO). Ms. Rolnick pointed out the email of the postcard sent announcing the late fee forgiveness program and the county massage re-opening data.

## **25. Items/suggestions from Board members for future meeting agendas**

Bernadette requested that future agendas note what items are action items.

Ron Bates asked that the Board consider outreach to support the viability of the profession as it emerges from the pandemic.

**26. Proposed Board meeting schedule for 2021:**

April 15

June 7 (tentative)

September 29 & 30 (tentative)

December 2

**27. Adjourn**

Chairman Forman adjourned the meeting at 12:47 p.m.

Minutes Approved: June 16, 2021

---

Allison Budlong, Secretary