

Nevada Applied Behavior Analysis Board Board Meeting *APPROVED MINUTES* December 19, 2023

1. The meeting was called to order by Dr. Fronapfel at 1 p.m.
Members in attendance: Dr. Fronapfel, Christy Fuller, Courtney LoMonaco, Stephanie Huff, Lynda Tache (absent), Henna Rasul, Counsel and Wendy Knorr, Executive Director
2. There was no Public Comment
3. Courtney LoMonaco made the motion to approve the November 21, 2023 Board Meeting Minutes as presented; Stephanie Huff seconded the motion; and the motion passed.

4. Executive Director's Report:

CE Broker- The recommendation is to not pursue utilizing this service. BACB does not participate and after closer review it does not provide benefit to our licensees at this time.

Thentia presentation 12/5/23- Stephnie Huff attended the presentation and commented that she was impressed with the information presented, but she has limited experience to make much of a comparison. Her experience with Certemy is based as a user, not an administrator. She supports looking at other options. Wendy Knorr relayed that Thentia appears to offer solutions to many areas of concern experienced with Certemy. She will reach out to other organizations using the platform for their feedback. Other options will be explored with the intent of having an alternative available if the decision is made to change in providers. Certemy's current agreement ends 6/30/24 and Wendy plans to continue with them through renewal, 12/31/24 at minimum. She will explore other providers and schedule similar demonstrations.

NRS/NAC Revision-Loretta Ponton reviewed the initial draft of proposed regulations. As a result of the transition away from the Psychology Board and ADSD's short-term management for a period of time, no NAC regulations exist. Technically, the regulations under the Psychology Board and those approved by the ABA Board/ADSD, LCB- R045-19 remain in effect until these proposed regulations are approved. This effort is creating NAC 641D regulations, not simply revising existing documents. This document includes definitions, and distinct sections outlining the licensing process, clarification of requirements, renewals, reinstatements and fee structures. Wendy and Loretta met and have made recommendations for a number of adjustments. More detailed information outlines things like unlicensed practice, late renewals, expired licenses, etc. The Standards of Practice and Conduct align with BACB but also includes additional information with specific notations regarding how professionals can practice. Additional information was added to support supervision requirements, disciplinary actions and describes proceedings before the board. Please refer to the Administrative Rulemaking document to familiarize yourself with the procedures we will be following. Once the initial draft is reviewed public workshops will be scheduled (February) and a Small Business Impact Survey conducted. Feedback will be incorporated into the proposed regulations and then sent to the LCB for review. That process can take 30-90 days. They will review and rewrite them and return to us with their revisions and recommendations. At that point in time, NVABA will schedule public hearings for the final review. Any revisions will be sent back to LCB to be finalized. At that time, the NV ABA Board can move to adopt the proposed regulations. The LCB will present them to the Legislative Commission, which provides the final approval and puts the regulations into effect. The entire process can take 6-9 months and our goal is to have it completed by September 2024, before renewals and the next legislative session begins. **Board members are asked to review the draft document and provide any feedback to Wendy by Jan. 10th. She will update the document with the suggestions for review at the January meeting.**

5. Legislative Update – All of the Nevada boards were asked to provide availability for meetings with the new director, Kris Sanchez, and/or deputy director. Nothing has been scheduled as of yet.

6. Review, Discussion, and Possible Approval of Board Activities

Mission Statement- The previous draft of the Mission Statement was provided. Board members are asked to review and make recommended changes so it can be finalized at the January 16, 2024 meeting.

Executive Director performance compensation- The Board was asked to confirm how it wants to address the compensation for the Executive Director in light of the previously approved salary increase of up to 12% in relation to the performance evaluation conducted in October. It was agreed that the multiple discussions involving salary structure, merit increase, budget considerations and the lack of policy/procedures has complicated and delayed the decisions. After discussion the decision was made to table the decision about how to handle merit increases and the salary structure until the Policy/Procedures can be confirmed at a future meeting. Christy Fuller made the motion to approve a 10% increase to wages/salary of the employees of the NV ABA board effective 10-1-2023. Courtney LoMonaco seconded the motion and the motion passed.

7. Complaints- No new complaints received. Open complaints remain at 27.

8. Financial Update

Financial reports for November 2023 were available for review. The current bank balance is \$633,388. Budgeted income for the month of November was \$20,000 vs actual of \$28,000. Budgeted expenses were \$20,862 vs actual of \$13,000.

Financial Audit- Documents have been provided to Christiansen Accounting and the process is underway. The Legislative Audit department is aware of our delay. The audit is expected to be completed mid-to-end of January.

9. Discussion of Current Status of Applications and other Licensing Activities

Licensed/Registered individuals without Federal background clearance- Information was presented to the board to consider the financial impact of subsidizing the expense of the required Federal reports. The board agreed that information has been provided over the course of the FBI delay and we are providing adequate time to complete the process prior to the renewal cycle. Licensees/registrants will be notified. We will ask for assistance in sharing the information from NABA. The cost of the required FBI background clearance will be the responsibility of the applicant.

Certemy Contract/agreement ends 6/2024- Wendy has requested information from Certemy for extending the contract. Information will be presented once received from them for consideration by the Board.

Licenses/Registrations/Renewals issued in November and to-date December:

	Nov	Dec	Total
RBTs:	67	72	2211
LaBAs:	2	1	39
LBAAs	13	6	566

10. Determine Future Agenda Items- Courtney LoMonaco made the motion to include the election of officers to the standing agenda items for the January meeting. Stephanie Huff seconded the motion, and the motion passed.

11. There was no Public Comment

12. Dr. Fronapfel adjourned the meeting at 2:37 p.m.