



May 18, 2024 Board Meeting- *Draft Minutes*

1. **The meeting was called to order** at 10:00 a.m. by Christy Fuller. Members in attendance: Christy Fuller, Courtney LoMonaco, Stephanie Huff and Lynda Tache. Dr. Fronapfel was absent. Wendy Knorr, Executive Director and DAG Henna Rasul were present
2. **Public Comment-** Dylan Shaver, representing Maxim Healthcare was present. He thanked the board for their service and assistance in working through the licensing process with his client.
3. **Approval of Board Meeting Minutes:**  
April 16, 2024  
Motion to approve: Stephanie Huff made the motion to approve the minutes as presented; Courtney LoMonaco seconded the motion; the motion passed.
4. **Executive Director's report:**
  - A language Plan is required, aiding applicants whose primary language is something other than English. Wendy is researching available options and will prepare a plan. It is unknown at this point if there will be a cost for the plan. Christy Fuller mentioned that Zoom has a closed-caption option that might be available for our meetings and referenced the possibility of translation services offered by the state. She also asked to review the plans of other boards.
  - Certemy contract is still under review, no notice from the state yet.
  - Information was provided about AB7 which provides requirements for healthcare providers (including ABA professionals) regarding electronic health records. Information will be shared with our licensees at a future date. Providers must meet the new requirements by 2030. There are provisions for those who are not in compliance which could include denial/revocation of license by the board. More information will be shared as it becomes available.
  - The Commission on Autism and Spectrum Disorders asked if we would send out a survey to our licensees. Lynda Tache commented that while she hasn't seen the survey, she would expect it to be regarding the need for services. Christy Fuller asked about the topic as well. Wendy reported that the survey was not provided so she is not sure.
  - Carol Woods notified us that she may not be able to provide payroll services due to changes with the software she uses. She is looking for options but wanted to give us notice of the possible change. Could be an additional budget consideration.
5. **Legislative Update:** Nikki Haag, Deputy Director, asked for more details regarding the number of registrations/licenses we had reported to her earlier. No additional updates on the reorganization.
6. **Nevada Applied Behavior Association (NABA) Report**  
The proposed position statement regarding Parents as their child's RBT, was reviewed. Christy Fuller stated that it was well written and aligns with our laws and regulations. She noted they referenced our official name and then restated it as our adopted name (Nevada Board of Applied Behavior Analysis vs. Nevada Applied Behavior Analysis Board). She asked if this was a joint statement or a statement of support. We should consider providing permission for NABA to use our logo/branding. Courtney LoMonaco felt it was presented well and outlined nicely. It is formatted well and is clear and concise and supports our mission of consumer protection.

Stephanie Huff inquired if counsel needed to review and approve if we were to approve as a statement from the board. Not sure what the protocol is for such an item. Henna Rasul stated that it was not necessary for her to review prior to the board adopting/approving it. Wendy indicated that it could be added to the website and distributed to our constituents. Stephanie Huff made the motion to approve the statement and allow the use of NVABA logo/branding if needed and distribute it and post it on the website. Courtney LoMonaco seconded the motion and the motion passed.

## **7. Review, Discussion and Possible Approval of Board Activities**

Proration of fees was discussed for new RBT applicants approved during September/October/November of each renewal year. Wendy reviewed the question of the Board's authority to prorate or adjust CE requirements with LCB. They advised that the Board does have the authority to adjust fees and schedules. Stephanie Huff made the motion to waive the registration fee of new registrations issued in October, November or December of the renewal year, requiring only the renewal fee of \$70 for the next licensing period. Courtney LoMonaco seconded the motion and the motion passed.

CEU proration was also discussed. Historically, the Board has prorated CE's for new licensees during October, November and December of renewal years. Our statute requires BACB certification which is verified at the time of licensure and each renewal. The only documentation required is for the Nevada state specific trainings, which are currently 2 CE's of suicide awareness/prevention and 6 CE's of DEI. Documentation will be required at the time of renewal. For those initially licensed in October, November and December of renewal years this can be difficult to accomplish. It was proposed that a 90-day extension be granted to those licensed in O/N/D, if requested, to complete this requirement. Lynda Tache agreed that it was a good option and easy to track and should be considered. If 90 days is too much, we could shorten the timeline. Christy Fuller stated that it is typically a small number that would truly be new licensees, just out of college or newly credentialed through BACB. Others might be relocating to Nevada or a practicing professional from another state desiring a Nevada license. In those cases, she would be concerned about delaying the education and problems associated with not knowing Nevada law. By enforcing it, knowledge of our statutes is encouraged and reinforced. BACB and major funders are also moving to require DEI education and the trainings are readily available online and through NABA. While she appreciates the offer to track and accommodate these individuals, she feels there is a risk associated with the delaying of education vs. the risk of delaying licensure.

Courtney LoMonaco made the motion to allow those new licensees in O/N/D of the renewal year, who are in good standing/current with BACB be provided with a 90-day extension to complete the Nevada-specific CE requirement for renewal – currently 2 suicide awareness/prevention and 6 DEI. Stephanie Huff seconded the motion. The motion passed with Christy Fuller dissenting. Courtney LoMonaco thanked Christy Fuller for expressing her concerns and weighing in on this issue and keeping the public's safety a priority.

## **8. Complaints**

31 complaints in process

1 new in April

1 completed in April

## **9. Financial Update**

- April Financial reports were provided for review. Wendy pointed out that while the original budget projected a negative balance, the actuals are in the black and the year end totals look to be in the positive range.
- FY 24-26 budget proposal was reviewed. Wendy reviewed how the budget assumptions were developed – based on historical information and future projections. A review of the areas of largest increase was discussed. Potential licensing platform change, increase in staff hours and medical insurance costs, potential change in web/mail hosting and management were all discussed as contributing to increased costs reflected in the proposed budget. Courtney LoMonaco appreciated the information and details provided to the members to assist in this process. Christy Fuller

appreciated the information which helps understand where the numbers come from, as well as the vision for the website and the platform, which could help free up staff time for other efforts. The members discussed approving the budget or waiting until June when Dr. Fronapfel might be able to weigh in. It was decided to wait for a vote for the June meeting.

#### 10. Discussion of Current Status of Applications and other Licensing Activities

| <b>Approvals:</b> | <b>Total April</b> | <b>To date May</b> | <b>Total</b> | <b>Current Total in state: 3117</b> |
|-------------------|--------------------|--------------------|--------------|-------------------------------------|
| RBTs:             | 63                 | 24                 | 2460         |                                     |
| LaBAs:            | 1                  | 1                  | 46           |                                     |
| LBAs:             | 12                 | 5                  | 611          |                                     |

#### 11. Determine Future Agenda Items (For Possible Action)

Standing items; add mission statement read aloud

Courtney LoMonaco made the motion; Stephanie Huff seconded the motion, the motion passed.

#### 12. Public Comment - none

#### 13. Adjournment

The meeting was adjourned at 11:24 a.m.