



*Mission Statement: Upholding ethical standards of practice and conduct, the Nevada Board of Applied Behavior Analysis licenses and registers trained professionals, prioritizing consumer protection through regulatory oversight.*

December 17, 2024, Board Meeting- **DRAFT MINUTES**

1. The meeting was called to order by Dr. Fronapfel at 10:00 a.m. Members present: Dr. Fronapfel, Christy Fuller, Courtney LoMonaco, Stephanie Huff and Lynda Tache. DAG, Henna Rasul and Executive Director were also present.
2. Mission Statement was read aloud.
3. Stephanie Christensen, Crossroads Behavior, shared about recent experience with DPS background processing. She learned that prints taken on Oct. 7 were not received by DPS until 3 weeks later. Currently, it is taking 8 weeks for the process to be completed.

Cory Nguyen, Co-Chair of the Commission on Autism Spectrum Disorders, said that in reviewing minutes from previous meetings he learned that the revised ABA regulations had been approved and adopted. He was requesting more information about those regulation and the finalized changes.

4. Courtney LoMonaco made the motion to approve the minutes of November 19, 2024, as presented. Christy Fuller seconded the motion, and the motion passed.
5. Executive Director, Wendy Knorr reported:

The renewal process opened Oct. 1 and after numerous rejections for incorrect license/certification numbers, expiration dates, etc, things seem to be improving. Due to the high number of rejections, Annette and Wendy have prioritized what information is critical to assist in moving more applications through with less rejections. Currently, 1700 renewal applications have been completed/approved; 500 are waiting for final review/approval and 200 have been initiated. Approximately 2400-2500 are in the renewal process; another 1300-1400 have not been initiated. An inactivation option was offered this year and many have taken advantage of it. The federal background requirement impacted 1800 professional and has become a major problem. We'll discuss in greater detail later in the meeting.

QABA, an alternative certification board, has made inroads into Texas legislation and the professionals of that state are raising concerns of potential issues arising in other states. There is a meeting to learn about what happened in Texas and what concerns have been raised. Stephanie Huff is interested in joining the meeting, as is Wendy.

Today is Courtney LoMonaco's last meeting with us as a board member. Her term expires 12-31-24. A replacement will be identified – anyone interested in filling the position is encouraged to contact the Governor's office for information and application. We thank Courtney for her work and contributions to the board during her tenure. Stephanie Huff was appointed to complete the remainder of Dr. Leytham's term which also ends 12/31/24. She has requested to be reappointed. Again, thank you for your support!

Dr. Fronapfel expressed her appreciation for Courtney's efforts and enjoyed working with her during the past few years. Courtney LoMonaco said she enjoyed her time supporting the board's work and learning from everyone.

The DPS process continues to take 6-8 weeks at this time. We have recently seen an increase in the number of reports received ( 200+ in the last 10 days) which is helping clear our backlog of applications waiting for reports. DPS has projected that the new modernization effort will be implemented in Q2 of 2025. If that goes as planned, we should see a more efficient process and shorter waiting times.

6. No new BDR's have been identified at this time. Wendy asked to be notified if anyone hears of any potential legislation impacting ABA in the state to assist in monitoring it during the upcoming legislative session.

SB78/BDR18-301 is the consolidation and reorganization of all independent licensing boards in the state. It is a sweeping proposal from Governor Lombardo with the intent of dismantling every independent board and fold them into a state office under the Department of Business & Industry. The bill is expected to be 3000+ pages and will be a complex and very involved process. First dates referenced for possible implementation is July 1, 2026 and could take 2-3 additional legislative sessions to complete the transition.

Dr. Fronapfel was invited to meet with B&I director and deputy director with a group of other board chairs. She expressed concerns about the lack of licensee involvement/feedback for the proposed changes and the disconnect she feels for the whole process so far. Proposed is ABA will have one board member represented in the superboard comprised of 13. A community member could be, or not, be an interested ABA individual, but not guaranteed. She shared they indicated it would be a slow rollout but unsure of the timeline. She expressed concern that the current ED's are not guaranteed a place in the new structure within B&I. Dr. Fronapfel encouraged everyone to read the document and monitor as the plan progresses.

7. No report from NABA

8. The Board reviewed and discussed options to consider regarding the *annual pay increase* and merit award for the NVABA staff. The discussion included defining the terms of typical salary adjustments and budget implications. It was acknowledged that the formalized policy and procedures for HR have been delayed and would have assisted these discussions. Wendy acknowledged that with initially one, and now two staff members it has been quite informal. Policies and procedures will be developed so that going forward, a consistent and more detailed process will be in place. The Board agreed that mirroring the State has been acceptable and until such time that formal policies are in place, salary decisions will be based on similar State actions. Lynda Tache stated that she supported continuing to be consistent with the State model and would support the proposed 10% increase. Stephanie Huff also agreed with the 10% increase as long as the budget supports it. Would like to see more detailed plan going forward to support these types of decisions/process. Christy Fuller appreciated the information and supports the increase as long as the budget supports it. That being said, the board made the following motion:

Courtney LoMonaco made the motion to approve a 10% pay increase to both the Executive Director and Licensing Assistant, retroactive to 10-1-2024. It is consistent with awards from the State and the NVABA budget can support the increases. Stephanie Huff seconded the motion, and the motion passed.

The Board then considered awarding a *Merit award* to the Executive Director based on the annual evaluation completed in November. Again, the discussion included budget implications, the lack of current policies and comparative awards typically used in other organizations. Christy Fuller stated that she supported this award and acknowledged the Board relies heavily on the ED to run the operations of the

organization and the performance evaluation confirmed it. Dr. Fronapfel agreed with Christy and reminded the board of the multitude of responsibilities of the ED in this organization at this time.

Courtney LoMonaco made the motion to approve a 3.5% merit increase, based on the 3.63/4 evaluation score. The increase would be effective, retroactively to Oct. 1, 2024. Stephanie Huff seconded the motion, and the motion passed.

*Board Statement for Medicaid-* The Board members discussed the proposed statement but were not ready to approve it. After some discussion it was suggested that Christy Fuller provide the final review and make any changes as she is the most experienced and knowledgeable about this specific subject.

Stephanie Huff made the motion to allow Christy Fuller to make revisions to the Board statement incorporating the information provided during the discussion and her professional experience, and that document would be provided to Medicaid for their use. Lynda Tache seconded the motion and the motion passed.

APBA/BACB Regulatory representation. The BACB is hosting a regulatory meeting during the APBA conference in March and will support a portion of the cost of attendance for up to two representatives from each state. Funds are available in the NVABA budget to send two board members to the conference to represent Nevada. Christy Fuller made the motion to approve funds to pay for the remaining fees/expenses not covered by BACB for two board members to attend the APBA conference and BACB meeting. Stephanie Huff seconded the motion and the motion passed.

9. Two new complaints have been received bringing the total to 38.

10. The November financial reports were made available for review. The reports include renewal fees collected and Wendy reminded the Board members that renewal fees will be allocated over the 24 month license cycle and future reports will reflect that. Once the renewal period is concluded the budget will be reviewed, updated and revised as needed using actual vs. projected figures.

#### 11. New/Renewal Applications

	Renewals	November	December to date	Total
RBT-	1244	73	56	3056
LaBA	1	2	0	
LBA	411	12	7	682

Approximately 500 applications are waiting for final approval at this time. The 1800 impacted by the federal background requirement has added another level to this process. While notification went out during 2024 there are several hundred, estimated, that did not request their background report until well after October. These individuals face expiration on 12/31/24; services will be impacted and professionals will not be able to work until their credential is renewed/approved.

Wendy Knorr proposed providing an extension to those renewing whose clearance report has not been received, but verified that it has been submitted. Forms must be completed, verified and uploaded to their accounts. At that time the renewal can be approved with the stipulation that the report must be received or their credential can be suspended.

The board members discussed the difficult position this has created. On one hand, notification was provided, reminders to supervisors were provided, discussion at every board meeting was had and follow up with individuals happened in an effort to avoid this situation. Christy Fuller

reminded everyone that the main responsibility of the Board is public safety and the background clearance component is critical. At the same time, stopping services abruptly will cause hardship on the families we serve. Dr. Fronapfel agreed with Christy's comments and supported the idea of a limited extension option.

Christy Fuller made the motion to allow for the approval of a renewal application of a currently registered/licensed individual who is missing the required federal background clearance report as long as the fingerprint waiver and background request forms are complete, verified and uploaded to their Certemy account, on or prior to 12-31-24. Lynda Tache seconded the motion and the motion passed.

A list will be provided of those individuals who are approved without the federal background clearance to provide information to our constituents.

12. Agenda items for next meeting: Courtney LoMonaco made the motion to include all the standing agenda items except for the NABA report, which will be removed going forward, and add the annual election of officers for the January 2025 meeting.
13. Public Comment: Omar Sanchez asked, as an ABA practitioner, for additional information and guidance in regard to SB78 and the potential impact on the profession in the state.
14. Dr. Fronapfel adjourned the meeting at 11:16 a.m.