***DRAFT***

**Board Meeting Minutes- February 15, 2022**

1. **Call to Order, Roll Call of Members, and Establish Quorum**

Meeting called to order by Dr. Fronapfel at 10:02 a.m.

Members in attendance: Dr. Fronapfel, Dr. Laythem, Christy Fuller, Courtney LoMonaco. Rachel Gwin joined the meeting at 10:38 a.m.

DAG Henna Rasul and ED Wendy Knorr in attendance also.

1. **Public Comment**

Dr. Milyko sent a comment to be read – “Thank you board for setting up a Listserv and for moving meetings to Zoom. It is exciting to watch your growth from the side lines. I am cheering you on knowing how much effort it takes for even little changes.” Dr. Kerri Milyko, LBA100.

1. **Approval of January 18, 2022, Board Meeting Minutes**

Courtney LoMonaco made the motion to approve the meeting minutes with the corrections presented and Christy Fuller seconded. The motion passed.

1. **Executive Director’s Report**

Ms. Knorr reported about her attendance at the Federation of Associations of Regulatory Boards (FARB) Jan. 28-29. She reported that she learned a great deal and would be sharing with members of the Collaborative and with the Board members in the future.

There has been no update provided by the Public Employee Benefit Program (PEPB) regarding insurance/benefit offerings.

NABA has made a request – the first for NV ABA- to send out a survey to our Listserv members. Discussion was had about working to support NABA’s efforts. The Board agreed that we could support professional ABA -related requests in the future. The request by NABA was approved and Dr. Laythem with send out the message. [Federation of Associations of Regulatory Boards](https://r20.rs6.net/tn.jsp?f=001ceo2NFM7rdgUU8Gxl70zv23VKbMh3CVDS46MQk_GbV9Eql8ymHdRHW8hbLOUMhYxlvmbPzmhmHPyrHL0dtM9q357Fcf68ZqSfWqBXIqhfCJnM_YztSPegDV10DueZkLUsKRxXvjEAJU=&c=4X2NQhbXzS2uNsio3Jq1WSSDL1i-HARtZeC6q8zNlNsCgnmnjT5RUQ==&ch=9TAl7p2MpJEzk3SB_GQoiIOasV8WwSrUUd2AG1ezGzhW2cA2x5MTdw==)

1. **Review, Discussion, and Possible Approval of Board Activities**

The election of officers is required each year. This was not included as required on the posted meeting notice for the January 18, 2022 meeting. The election was held during the meeting, but it needs to be conducted during this meeting as it is on the agenda.

Election of Officers – President and Secretary/Treasurer

Secretary/Treasurer- Courtney LoMonaco nominated Dr. Laythem and Christy Fuller seconded motion- motion carried.

President- Christy Fuller nominated Dr. Fronapfel and Courtney LoMonaco seconded motion- motion carried.

1. **Financial Update**

Carol Woods joined the meeting and was introduced to the attendees. Documents were provided to the board members for review. Those documents will be available on line with the minutes of the meeting or available through the NV ABA office. The State of Nevada made the expected deposit in February, so it isn’t included in the provided documents, but will be included in the February reports.

Current balance is $462,081.63

1. **Complaint Status Update**

Four complaints remain open/active

Ms. Knorr reported that several calls were received concerning new complaints, but none have been submitted.

1. **Discussion of Current Status of Applications and other Licensing Activities**

Jurisprudence Exam – Board members received segments of the regulations and BACB ethics materials. They were asked to return proposed questions from those segments to Wendy by the first week in March so she can compile them for discussion during the March meeting.

Renewal preparation with Certemy – Meetings continue with Certemy to update for renewal process. Questions have arisen regarding CEU requirements and the ability to pro-rate them for those applicants licensed or registered during the second year of the cycle. The regulations will be reviewed to confirm the requirements and if any changes can be made. Information will be verified and communicated for the renewal process. It has been confirmed that Authorize.net – the online payment process will be available through Certemy.

Licenses/Registrations issued-

January totals: 10 RBTs 5 LBAs 0 LaBAs

February- through 13th- 13 RBTs 1 LBA 0 LabAs

Total: 2056 1599 RBTs 420 LBAs 37 LaBA’s

1. **Determine Future Agenda Items**

CEUs clarified for renewal process

Website updates

Listserv update

Regulation Review – develop plan for possible changes needed

Standing items

Ms. Fuller moved to accept these items for next meeting agenda

Ms. LoMonaco seconded the motion and the motion passed.

1. **Public Comment**

No public comment at this time.

1. **Adjournment**

Dr. Fronapfel adjourned the meeting at 10:47 a.m.