

**Nevada Applied Behavior Analysis Board****ABA Board Meeting *DRAFT MINUTES* March 21, 2023**

1. Board Attendance: Dr. Fronapfel; Christy Fuller; Courtney LoMonaco, Rachel Gwin; Stephanie Huff; Wendy Knorr, Executive Director; Henna Rasul, DAG/Counsel
2. Public Comment: Rachel Gwin- Thanked the board for the opportunity to serve. Appreciated the experience and working with Brigid and Christy for the longest time. She indicated that she learned a lot through the experience and would recommend others getting involved.
3. Approval of February 21, 2023 Board Meeting Minutes: Christy Fuller made a motion to approve the February Minutes as presented; Courtney LoMonaco seconded; the motion passed
4. Executive Director's Report:
 - a) The State's Deferred Compensation Committee approved ABA's application and the process has begun. Approval given previously for the retirement investment plan for the Executive Director.
 - b) Medicaid received a complaint regarding the time to process professionals and asked for a formal response. Exec. Director reported to them that for the most part, the process takes 6 weeks to process background clearance reports. The delays typically result from incomplete applications or delayed submissions by applicants.
5. Legislative Update
 - a) Executive Order 2023-003- Public Hearing for Regulation Review is scheduled for April 4 @ 4 p.m. LCB counsel provided direction for us regarding which regulations are applicable due to the transitions since 2017. This report is due May 1.
 - b) Executive Order 2023-004- Report is due April 1 with recommendations for regulation revisions to improve and reduce barriers to the profession.
 - c) Fiscal Note requests – We have received 11 requests at this time.
6. Review, Discussion, and Possible Approval of Board Activities
 - a) Staffing update- A good response was received to the promotion for the licensing assistant position. Three candidates have been identified. Christy Fuller will assist with final interviews.
Equipment needs: After closer examination of existing equipment, it was determined that a new computer, screen and set-up would be advised. Christy Fuller asked about information back up for security. Wendy reported that Microsoft 365 is cloud based and all data is stored there. Will verify with IT support. In addition, all scanned files for the document conversion will also be loaded on a thumb drive. Courtney LoMonaco made the motion to authorize \$1500 for equipment and set-up; Christy Fuller seconded the motion; motion passed.
 - b) Board position vacancy
7. Financial Update
February Financial reports were reviewed. No questions were presented.
Wendy and Courtney also offered the suggestion that the board look into spreading funds across several financial institutions due to the recent banking issues. Information will be collected for review by the board before any funds are moved.

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

a) Licenses/Registrations/Renewals issued:

RBT's – total in Feb: 49	March: 29	Total Registered: 1514
LaBA's – total in Feb: 0	March: 2	Total Licensed: 32
LBA's – total in Feb: 6	March 5	Total Licensed: 480

9. Determine Future Agenda Items

Christy Fuller made the motion to include all the standing agenda items for the April Meeting.
Stephanie Huff seconded the motion; the motion passed unanimously.

10. Public Comment

Christy Fuller thanked Rachel for her service with the Board. She appreciated the wonderful perspective she provided to the board and the support of the board's efforts.

11. Adjournment: Dr. Fronapfel adjourned the meeting at 10:27 a.m.

NOTE: We are pleased to make reasonable accommodations for members of the public who have disabilities and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Wendy Knorr at (775-746-9429) as soon as possible and at least one **business** day in advance of the meeting. If you wish, you may e-mail her at executivedirector@nvababoard.org. Supporting materials for this meeting are available at 6170 MaeAnne Ave., Suite 1, Reno, NV 89523 or by contacting Wendy Knorr at 775-746-9429, or by email executivedirector@nvababoard.org. Agenda and supporting materials posted at these locations and online on the following sites: <https://notice.nv.gov/> www.nvababoard.org and NVABA Office