

**DRAFT MINUTES****ABA Board Meeting May 16, 2023**

1. The meeting was called to order by Dr. Fronapfel at 10 a.m.

In attendance: Dr. Fronapfel; Christy Fuller; Courtney LoMonaco, Stephanie Huff; Wendy Knorr, Executive Director and Henna Rasul, DAG/Counsel
April Ziemba was absent

2. Public Comment: None

3. A correction to the minutes was requested- Spelling correction of "seconded" and reminder to have final version of the minutes on ABA letterhead. Stephanie Huff made a motion to approve the minutes with the noted correction; Christy Fuller seconded; motion passed unanimously.

4. Executive Director's Report- Annette is doing well. Continuing to train on the Certemy database/system and process. Certemy application updates are the next priority to include better instructions and streamline process both for applicants and approval process. We will continue to address the file conversions as well. Wendy is planning some PTO- will coordinate coverage and notify the board when dates are confirmed. Wendy is also reviewing upcoming training opportunities. CLEAR is offering a training in September in Salt Lake City.

5. Legislative Update – Session will end in early June. Until then, we are unsure of what bills will pass and what will be required from us. A total of 18 fiscal notes were requested/submitted.

6. Review, Discussion, and Possible Approval of Board Activities- Dr. Fronapfel mentioned keeping the NAC revisions on the radar. Wendy reported that the Psych Board is in the process of making revisions to remove ABA from their regs and we have a copy of them which will be helpful when we start the revision process.

7. The April financial reports were reviewed and there were no questions from the Board members. Wendy and Courtney were not able to meet, but some initial information was made available about opportunities to diversify funds for security and potential investment income. More information will be gathered for presentation at a future meeting. Dr. Fronapfel stated that one of the reasons the decision was made to bank with Heritage was the fact they are smaller and more supportive of our operations. Changes to the authorized signers for the Board need to be made, so those can be coordinated with the fund transfers as well. Today's bank balance is \$677,048.85.

8. Licensing Information:

RBT's: April	Total: 55	May to date: 37	Total: 1644
LaBA's: April	Total: 1	May to date: 0	Total: 32
LBA's: April	Total: 11	May to date: 2	Total: 500



Christy Fuller asked if there was additional information we could provide to applicants to assist with the “ownership” of license/registrations. We will continue to stress the use of personal vs professional emails, and other reminders in our correspondence and also include in the information on the website. Future Agenda Items- Christy Fuller made the motion to include the standing items and Courtney LoMonaco and Stephanie Huff seconded the motion; motion passed.

9. Public Comment - None
10. Meeting was adjourned by Dr. Fronapfel at 10:22 a.m.