



December 16, 2025 10 a.m. Board Meeting- ***Draft Meeting Minutes***

1. **Call to Order- 10:00 a.m.** – Board members: Dr. Fronapfel, Christy Fuller, Dr. Saunders, Stephanie Huff, Lynda Tache, Henna Rasul, AG Counsel and Wendy Knorr, Executive Director.
2. **Mission Statement** – *Dr. Fronapfel read aloud.*
3. **Public Comment** – None
4. **Approval of November 18, 2025 Board Meeting Minutes**- Dr. Saunders made a motion to approve the minutes as presented; Stephanie Huff seconded the motion and the motion passed.
5. **Executive Director's Report –**
Contracts -The continued delays in Wendy's approval to submit contracts through the state system has delayed the ability to submit contracts. She is still working through with the issues with support from LCB and B&I to address the process delays.

LCB Audit update: Continues with reviewing data provided; testing the data and requesting adjustments if needed. Once the testing has been completed there will be a debriefing with the Board and then LCB will draft their report. The report will be reviewed with the Board prior to submitting it to the Legislative Audit committee in early 2027.

Regulation Workshop – Dr. Fronapfel reported that a number of the state boards were present and shared concerns about the proposed regulations. She pointed out that the proposed regulations were not the final version and did not contain feedback from previous meeting. The proposed regulations do state specifically that there will be no transfer of licensing, disciplinary or professional standards of practice to B&I and boards will retain full statutory authority; the regulations are only implementing administrative standards for transparency. Concerns were expressed during the meeting that the "advisory board" only met once prior to the regulations being proposed and the delay in notification of the proposed regs and the workshop date hindered many boards from being able to review and provide comment and could actually be in violation of notification requirements. Dr. Fronapfel noted that several sections were noted that we may want to review more closely: 17.4, 18.2, 16, 19.2 and 18. She also noted that one of the proposed requirements would require B&I be advised of any proposed legislation by any of the Boards prior to the session.

Board Meeting Dates- As previously approved, the Board will meet bi-monthly (Jan/March/May/July/September/November). The Board confirmed that the meetings will be held the third Tuesday at 10 a.m. for the identified months. Additional meeting can always be scheduled if needed.

The Legislative Sunset Committee is meeting at the same time as the Board. Boards and Commissions are on the agenda. It is anticipated that the list of identified boards will be determined at this meeting.

Final Board Compensation- The final payment for Board Compensation will be sent to the Board members by Dec. 23rd. Carol will issue the required 1099 forms as soon as she is able.

6. **NABA Update- tabled, no representative available.**
7. **Review of Complaints-** One new complaint received.
8. **Financial Review-** Going forward, Wendy Knorr has asked for formal approval of the monthly budget reports, as suggested during the audit. The November reports were not received by the Board for review at this meeting and will be included for the next meeting.
9. **Discussion of Current Status of Applications and other Licensing Activities**
Lynda Tache, community representative, has submitted her resignation, effective 12-31-25. We appreciate her contributions to the Board and support in its efforts. This position will be filled with an individual that meets the criteria for the remainder of the original term, which will expire 3-30-27.

The requirements for this seat are: *One voting member who is a representative of the public who is interested in the practice of applied behavior analysis. This member must not be a behavior analyst or assistant behavior analyst, an applicant or former applicant for licensure as a behavior analyst or assistant behavior analyst, a member of a health profession, the spouse, parent or child by blood, marriage or adoption, of a behavior analyst or assistant behavior analyst, or a member of a household that included a behavior analyst or assistant behavior analyst.*

Interested candidates are advised to complete steps #2 and #3 on the Governor's website for consideration of appointment: https://gov.nv.gov/Boards/Boards_Home/

Notarized waiver and any additional application materials can be sent via email to boards@gov.nv.gov or by mail to the Governor's office, located at 1 State of Nevada Way, Las Vegas, NV 89119.

Rate increases: Both the AG's Office and Risk Management have increased fees, impacting the budget of the Board. The AG's fees were increased retro to July 2025. We do recoup attorney's fees for disciplinary actions from licensees/registrants which will help reduce the impact on the budget. The fines from any disciplinary action are turned over to the state every year. The state's Risk Management Division has mandated that Worker's Compensation coverage be provided through them. Previously most of the boards found coverage through other providers at a much more reasonable cost. NVABA's coverage was \$700 annually through Pro Group Management and will increase to \$2943 annually. It was confirmed that Board Members are covered through Volunteer Coverage components.

Christy Fuller made a motion to approve the increased costs; Stephanie Huff seconded the motion and the motion passed.

Annual Elections: The annual elections for President and Secretary/Treasurer will be conducted during the January meeting. If you are interested or have questions, please notify Wendy.

APBA Conference March 2026- Stephanie Huff made the motion to cover the costs/expenses for 2 Board members and the Executive Director to attend the conference in March. Stephanie Huff and Dr. Saunders expressed interest in attending. The BACB will conduct a one-day meeting during the conference and will cover part of the costs for attendees. Once information is received, we will officially respond/register.

BACB Meeting October 2026- The BACB has announced its first meeting in Colorado in October 2026. They propose to cover two nights hotel/3 days food for 3 Board members to attend. As more details become available, we will confirm plans.

BACB updated requirements- The BACB newsletter includes RBT credential changes and results of a retention survey. A note about those results – the majority of RBT's are in states that do not require registration, so the results may not accurately reflect Nevada. A discussion took place about soliciting for a professional survey to be conducted to accurately reflect Nevada concerns and trends. Dr. Saunders asked if we currently survey those not renewing. Wendy Knorr explained that the numbers are too large (approximately 700-900) for the staff to survey, especially considering the timing. The Legislature convenes immediately after the Board's renewal period. Christy Fuller commented that she feels the information would be valuable and understands the timing challenge along with that of getting a response from someone no longer practicing or interested in ABA and the ongoing confusion between NVABA and BACB. She suggested that if we do pursue a survey that we ask the assistance of supervisors and ask for any exit survey data that employers may have. Wendy Knorr will pursue information about the cost, etc. of designing and completing a survey for future consideration.

2027 Legislative Session – It will convene in January 2027. Meetings are already scheduled during the interim. Efforts are underway to retain a lobbyist to assist during the session. If anyone has any concerns or suggestions for potential legislation, please contact Wendy Knorr.

2027-2029 Renewal Cycle – Still hopeful that we can make a change in the database management prior to renewals. Contracting delays have impacted the process. Wendy Knorr has proposed adding a deadline of November 30, 2026, for complete applications to be submitted to avoid any potential delays. Renewal applications are available beginning approximately Oct. 1, 2026, providing 90 days for the process. Previously, the staff dealt with applications being submitted in the last few days of the year, as late as 10 p.m. on Dec. 31. Christy Fuller supports the idea and likes to align with BACB whenever possible. She reminded everyone that the BACB provides a 45-day window to renew but adds that applications need to be submitted at least 15 days prior to expiration to avoid potential delays. She also supports the 4th quarter approval of New RBT's for the 2027-2029 cycle. Final decision will be voted upon at the January meeting. Dr. Saunders suggested that the lack of group payments for employers can contribute to the renewal delays. Wendy explained that our entire application process is geared towards individuals, not employers. We currently do not have the ability to process group payments for individual renewals. It is something that will be requested of the new database company if possible.

License/registrations issued: Nov.	Dec. to-date	Total
RBT's	77	53 (6 out of state)
LaBA's	3	2 (1 out of state)
LBA's	11	6 (7 out of state)
State total		4069

11. Determine Future Agenda Items – None suggested

12. Public Comment – None

13. Adjournment- the meeting was adjourned at 10:56 a.m.