



January 20, 2026 10 a.m. Board Meeting- **DRAFT Meeting Minutes**

1. **Call to Order- 10:01 a.m.** – Board members in attendance: Dr. Fronapfel, Christy Fuller, Dr. Saunders, Stephanie Huff, Henna Rasul, AG Counsel and Wendy Knorr, Executive Director.
2. **Mission Statement** – *Dr. Fronapfel read aloud.*
3. **Public Comment** – None
4. **Approval of Dec. 16, 2025 Board Meeting Minutes-** Christy Fuller made a motion to approve the minutes as presented; Stephanie Huff seconded the motion and the motion passed.
5. **Executive Director’s Report –**
Contracts -After an extended period, Wendy Knorr was granted access on Jan. 5 to process contracts through the state system. Contracts for the audit and ongoing accounting services were approved Jan. 16, 2026.

LCB Audit update: Continues with reviewing data provided but has requested additional information, expanding the audit to include all of 2024 and 2025, for applications, renewals, finances and complaints. Once the “testing” of data 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.

Sunset Committee- NVABA has been included on their list of boards for review. Wendy Knorr reached out to the Committee chair, vice chair and LCB liaison to be sure everyone is aware the legislated mandated audit is currently underway and the two are potentially duplicative. Wendy Knorr respectfully requested to be removed from the list for this round of audits. The last communication was that Chair Backus was considering our request. Next meetings are February 6 and March 27 at 9 a.m. with our understanding that **tentatively** we could be on the agenda for review in March.
6. **NABA Update-** tabled, no representative available.
7. **Review of Complaints-** Three new complaints received.
8. **Financial Review-** November 2025 and December 2025 financial reports were reviewed and discussed. Christy Fuller asked for clarifications regarding the line item on December Liabilities- Fines due to State. Wendy explained that fines due as part of a disciplinary action go to the State, and are not kept by the Board. Fines received throughout the year are tracked and then submitted to the State Treasury at the end of each year. The legal fees are a separate matter. Those are reimbursed by the licensees as direct costs associated with a disciplinary action and are included and detailed in the consent decree. Those fees are collected by the Board and help cover the costs of services billed through the Attorney General’s Office. Dr. Saunders made the motion to approve both November 2025 and December 2025 financial reports; Stephanie Huff seconded the motion and the motion passed.
9. **Discussion of Current Status of Applications and other Licensing Activities**

Election of 2026 Board offices of President and Secretary/Treasurer: Christy Fuller made the motion to elect Stephanie Huff as President; Dr. Saunders seconded the motion and the motion passed. Stephanie Huff made the motion to elect Dr. Janelle Saunders as Secretary/Treasurer, Christy Fuller seconded the motion and the motion passed.

Open Community Member Board Seat -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.

2027 Legislative Session – It will convene in January 2027. Please communicate any suggestions for any possible legislative actions, or if you become aware of any so that we can monitor.

2027-2029 Renewal Cycle – It has been proposed that **new** RBT’s certified in October, November and December 2026 will be granted certification through the next full 2-year cycle. This has been the history of the Board and members agreed to maintain it for consistency. While there is an identified cost or loss of revenue, there is a bigger cost to employers and registrants if renewals were required after such a short period of time. We could possibly see a reduction in the number of applications and registrations issued. Stephanie Huff made the motion to waive required renewal of new RBT’s, registered in Oct/Nov/Dec 2026 and grant them registrations valid through 2028. Dr. Saunders seconded the motion and the motion passed.

Renewal Application Deadline- Dr. Saunders emphasized clarifying the difference between BACB and NVABA to assist in avoiding possible delays due to confusion. Christy Fuller supports the 90-day renewal period starting Oct. 1. The renewal applications do require review and agree that a reasonable timeline – 15 days prior to expiration is acceptable. She stressed that organizations/employers/supervisors need to help educate and inform others to assist in successful renewals. Dr. Fronapfel supports adding the earlier deadline; Stephanie Huff also supports that process. Christy Fuller mentioned the additional requirement for those identified RBT’s needing background checks. Wendy Knorr indicated there are approximately 350 individuals identified and they will be contacted individually with those instructions. Christy Fuller made the motion to include an updated deadline for submission/receipt of renewal applications. Renewals will be accepted beginning Oct. 1, 2026 assuming the process is ready; and we inform all licensees/registrants that renewal applications are due by Dec. 15 to ensure time for review/approval prior to expiration date of Dec. 31, 2026. Dr. Saunders seconded the motion and the motion passed.

License/registrations issued:	<u>Dec.</u>	<u>Jan. to-date</u>	<u>Total</u>
RBT’s	114	46	3384
LaBA’s	4	1	48
LBA’s	15	8	758
		State total:	4109

2023-2025 Financial Audit Report – Tabled. A separate meeting will be scheduled to review the report as it was not completed in time for this meeting.

11. Determine Future Agenda Items – None suggested

12. Public Comment – Veronica Smith acknowledged the continued relationship with BACB and the Board and wanted to voice support/recommendation for support for CASP (Center for Autism Service Providers) and the role it plays in strengthening quality in Behavior Analytic services and the Board consider looking into possibly becoming a member. CASP provides clear ethical evidence-based framework that supports strong supervision, consistent clinical standards and accountability, especially as our field continues to grow. She encourages the Board to collaborate with CASP, or alignment with CASP standards as part of the ongoing quality improvement efforts. She stated that as a CASP member she has found the support and guidance valuable and has nothing but great things to say about the organization and becoming a member. She'd like the Board to consider it. She stated that as of Dec. 19, 2025, she became the first provider in the State of Nevada to obtain an ACQ. Working through CASP she indicated that she learned a great deal and wanted to share that information with the Board.

13. Adjournment- the meeting was adjourned at 11:02 a.m. A reminder that the next regular meeting will be in March, outside of the meeting called to review the audit.