

BOARD OF APPLIED BEHAVIOR ANALYSIS



STATE OF NEVADA

NOTICE OF PUBLIC MEETING

Date and Time of Meeting: March 17, 2026 10 AM
Name of Organization: Nevada Applied Behavior Analysis Board
Place of Meeting: Teleconference and NV ABA Office-
6170 Mae Anne Ave. #1 Reno, NV

Please place your phone or your computer microphone on mute unless you provide public comment.

Join Zoom Meeting

<https://zoom.us/j/99290842885?pwd=HbvcbCBxbFToWv26jwsXQ7uvsbbULU.1>

Meeting ID: 992 9084 2885

Passcode: 250980

Telephone Access:

253-205-0468

Please Note: The Applied Behavior Analysis Board (ABAB) may (1) address agenda items out of sequence to accommodate people appearing before the Board or to aid the efficiency or effectiveness of the meeting; (2) combine items for consideration by the public body; and (3) pull or remove items from the agenda at any time. The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. See NRS 241.030. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual the board may refuse to consider public comment. See NRS 233B.126. At the discretion of the Chair, public comment is welcomed by the Board, but will be limited to three (3) minutes per person. A public comment time will be available at the beginning of the meeting and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and in his/her sole discretion. Once all items on the agenda are completed the meeting will adjourn.



Mission Statement: Upholding ethical standards of practice and conduct, the Nevada Board of Applied Behavior Analysis licenses and registers trained professionals, prioritizing consumer protection through regulatory oversight.

March 17, 2026 10 a.m. Board Meeting Agenda

1. Call to Order, Roll Call of Members, and Confirm Quorum

2. Mission Statement- See Statement above

3. Public Comment

No action may be taken upon a matter raised under the public comment period unless the matter itself has been specifically included on the agenda as an item. Comments will be limited to three minutes per person. People making comments will be asked to begin by stating their name for the record and to spell their last name and provide the secretary with written comments. People wanting to make comments during the public comment period, now or in a later public comment period, can participate via the Zoom link or by telephone by calling 253-205-0468. Please note these links and numbers change for each meeting.

4. Approval of Board Minutes (For possible action)

- January 20, 2026
- February 27, 2026

5. Executive Directors Report (Informational only)

- Sunset Committee audit
- Investigator/s
- Board Position Update
- APBA/BACB Meeting
- LCB Biennial Audit
- LCB Operations Audit Update
- Webinar- March 17 at 12:30 or 5 p.m. regarding ABA insurance coverage in Nevada.

Registration is required: <https://forms.gle/zdzcS6TFDjaCe7NT8>

Sponsors: NV Governor's Council on Developmental Disabilities, NV Health Authority, NV Medicaid, Silver State Health Exchange and NV Dept. of Insurance.

6. NABA Update (Informational only)

7. Complaints (Informational only)

8. Financial Update (For possible action)

Financial Reports –

- January 2026
- February 2026

9. Discussion of Current Status of Applications and other Licensing Activities (For possible action)

- 2027 Legislative Session: issues to address
 - Illinois Legislation review (Submitted for consideration by licensee)
- Review of Proposed Regulations by B&I
 - Board statement/recommendations
- Licensing Platform transition. Proposed contract, process and timeline

- License/registrations issued: January, February and March to-date
- Next Meeting date: Tuesday, May 19 @ 10 a.m. via Zoom

10. Determine Future Agenda Items (For possible action)

11. Public Comment

(No action may be taken upon a matter raised under the public comment period unless the matter itself has been specifically included on an agenda as an action item. Comments will be limited to three minutes per person. People making comments will be asked to begin by stating their name for the record and to spell their last name and provide the secretary with written comments.)

12. Adjournment

13.

NOTE: We are pleased to provide reasonable accommodation 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 (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.



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:	Dec.	Jan. to-date	Total
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.



February 27, 2026 1p.m. Board Meeting- ***DRAFT Meeting Minutes***

1. **Call to Order- 1:00 p.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** – *Stephanie Huff read aloud.*
3. **Public Comment** – None
4. **Approval of 2023-2025 Financial Audit Report**
The members reviewed the final Audit report which was presented by Connie Christiansen, CPA, who conducted the audit. Dr. Saunders made the motion to accept the Audit Report presented; Dr. Fronapfel seconded the motion and the motion carried.
5. **Public Comment** - None
6. **Adjournment-** the meeting was adjourned at 1:22 p.m.

10:21 AM

State of Nevada Applied Behavior Analysis Board

Balance Sheet

As of January 31, 2026

02/13/26

Accrual Basis

	<u>Jan 31, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
Heritage Bank	830,464.34
Total Checking/Savings	<u>830,464.34</u>
Other Current Assets	
Prepaid Expenses	13,830.05
Total Other Current Assets	<u>13,830.05</u>
Total Current Assets	<u>844,294.39</u>
Fixed Assets	
Accumulated Amortization	-12,067.00
SAAS Asset	26,328.00
Total Fixed Assets	<u>14,261.00</u>
Other Assets	
Deferred Outflows - OPEB	4,242.40
Total Other Assets	<u>4,242.40</u>
TOTAL ASSETS	<u><u>862,797.79</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deferred Revenue	270,439.73
Fines - due to State	1,449.12
Paid Time Off	6,102.61
Payroll Liabilities	137.81
SAAS Current Liability	13,701.00
Total Other Current Liabilities	<u>291,830.27</u>
Total Current Liabilities	<u>291,830.27</u>
Long Term Liabilities	
Deferred Inflows - OPEB	5,182.00
Net OPEB liability	62,693.00
Total Long Term Liabilities	<u>67,875.00</u>
Total Liabilities	<u>359,705.27</u>
Equity	
Opening Balance Equity	300,468.19
Retained Earnings	154,431.66
Net Income	48,192.67
Total Equity	<u>503,092.52</u>
TOTAL LIABILITIES & EQUITY	<u><u>862,797.79</u></u>

10:21 AM

State of Nevada Applied Behavior Analysis Board
Profit & Loss Budget vs. Actual
July 2025 through January 2026

02/13/26

Accrual Basis

	Jul '25 - Jan 26	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Application Fee	12,700.00	9,916.69	2,783.31
Exam Fees	15,450.00	14,583.31	866.69
License Fee	91,967.91	99,166.69	-7,198.78
Other Fees	1,775.00	1,458.31	316.69
RBT Registration	82,570.84	99,166.69	-16,595.85
Total Income	204,463.75	224,291.69	-19,827.94
Expense			
Bank Service Charges	4,574.98	4,666.69	-91.71
Board Compensation	6,000.00	7,000.00	-1,000.00
Computer and Internet Expenses	2,004.28	2,333.31	-329.03
Dues and Memberships	444.50		
Insurance Expense	1,379.00	2,041.69	-662.69
Licensing System	7,135.50	14,583.31	-7,447.81
Office Supplies	956.51	1,166.69	-210.18
Payroll Expenses			
Deferred Compensation	6,481.41	7,000.00	-518.59
Employer Taxes	7,418.59	8,750.00	-1,331.41
Hourly Wages	25,167.50	30,333.31	-5,165.81
Medical Benefits	16,121.87	14,583.31	1,538.56
PTO Expense	-2,991.00	3,500.00	-6,491.00
Salaries	57,357.14	58,333.31	-976.17
Total Payroll Expenses	109,555.51	122,499.93	-12,944.42
Postage	298.67	379.19	-80.52
Professional Fees	18,400.62	21,583.31	-3,182.69
Rent Expense	4,883.13	4,958.31	-75.18
Repairs and Maintenance	0.00	291.69	-291.69
Telephone Expense	500.45	291.69	208.76
Training and Conferences	85.00	2,916.69	-2,831.69
Travel Expense	52.93	3,791.69	-3,738.76
Total Expense	156,271.08	188,504.19	-32,233.11
Net Ordinary Income	48,192.67	35,787.50	12,405.17
Net Income	48,192.67	35,787.50	12,405.17

10:21 AM

State of Nevada Applied Behavior Analysis Board
Profit & Loss Budget vs. Actual
January 2026

02/13/26

Accrual Basis

	Jan 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Application Fee	2,000.00	1,416.67	583.33	141.2%
Exam Fees	1,950.00	2,083.33	-133.33	93.6%
License Fee	14,119.08	14,166.67	-47.59	99.7%
Other Fees	200.00	208.33	-8.33	96.0%
RBT Registration	15,499.17	14,166.67	1,332.50	109.4%
Total Income	33,768.25	32,041.67	1,726.58	105.4%
Expense				
Bank Service Charges	558.78	666.67	-107.89	83.8%
Board Compensation	0.00	1,000.00	-1,000.00	0.0%
Computer and Internet Expenses	234.70	333.33	-98.63	70.4%
Dues and Memberships	90.00			
Insurance Expense	60.00	291.67	-231.67	20.6%
Licensing System	1,189.25	2,083.33	-894.08	57.1%
Office Supplies	9.79	166.67	-156.88	5.9%
Payroll Expenses				
Deferred Compensation	574.81	1,000.00	-425.19	57.5%
Employer Taxes	705.63	1,250.00	-544.37	56.5%
Hourly Wages	2,081.20	4,333.33	-2,252.13	48.0%
Medical Benefits	2,336.22	2,083.33	252.89	112.1%
PTO Expense	0.00	500.00	-500.00	0.0%
Salaries	4,886.41	8,333.33	-3,446.92	58.6%
Total Payroll Expenses	10,584.27	17,499.99	-6,915.72	60.5%
Postage	0.00	54.17	-54.17	0.0%
Professional Fees	6,507.92	3,083.33	3,424.59	211.1%
Rent Expense	697.59	708.33	-10.74	98.5%
Repairs and Maintenance	0.00	41.67	-41.67	0.0%
Telephone Expense	75.88	41.67	34.21	182.1%
Training and Conferences	0.00	416.67	-416.67	0.0%
Travel Expense	0.00	541.67	-541.67	0.0%
Total Expense	20,008.18	26,929.17	-6,920.99	74.3%
Net Ordinary Income	13,760.07	5,112.50	8,647.57	269.1%
Net Income	13,760.07	5,112.50	8,647.57	269.1%

State of Nevada Applied Behavior Analysis Board Transactions by Account As of January 31, 2026

Type	Date	Num	Name	Memo	Split	Amount
Heritage Bank						
Bill Pmt -Check	01/01/2026	1360	Numbers Inc.		Accounts Payable	-2,400.00
Check	01/02/2026		Walmart		Office Supplies	-9.79
Check	01/03/2026			Service Charge	Bank Service Charges	-115.37
Bill Pmt -Check	01/06/2026	1362	Occupational Therapy Board		Accounts Payable	-133.55
Liability Check	01/08/2026		QuickBooks Payroll Service	Created by Payroll Service on ...	-SPLIT-	-4,564.98
Check	01/09/2026	ACH	Voya		Def Comp Liabilities	-460.14
Check	01/12/2026		Constant Contact		Computer and Internet ...	-123.50
Liability Check	01/13/2026	ACH	Nevada Employment Securit...		-SPLIT-	-251.94
Check	01/14/2026	1364	AT&T		Telephone Expense	-29.42
Check	01/14/2026	1363	Alisha Howard	Renewal overpayment	License Fee	-100.00
Check	01/16/2026		QuickBooks Payroll Service	Created by Direct Deposit Serv...	Bank Service Charges	-1.75
Bill Pmt -Check	01/16/2026	ACH	APBA		Accounts Payable	-90.00
Check	01/16/2026		Southwest		Prepaid Expenses	-997.60
Check	01/20/2026	ACH	GP174 PEBP	Airfare for March conference	Medical Benefits	-2,505.66
Check	01/20/2026		BehaviorLive	Account #174	Prepaid Expenses	-124.99
Check	01/21/2026	1365	Ashley Sansone	Conference registration	RBT Registration	-70.00
Liability Check	01/22/2026		QuickBooks Payroll Service	Created by Payroll Service on ...	-SPLIT-	-4,923.27
Liability Check	01/23/2026	E-pay	United States Treasury	86-3445270 QB Tracking # 19...	-SPLIT-	-2,781.86
Check	01/23/2026	ACH	Voya		Def Comp Liabilities	-460.14
Bill Pmt -Check	01/23/2026	1367	Office of the Attorney General		Accounts Payable	-3,307.92
Check	01/23/2026	1366	AT&T		Telephone Expense	-46.46
Check	01/24/2026	ACH	Dreamhost		Computer and Internet ...	-59.00
Check	01/25/2026	Debit	Microsoft		Computer and Internet ...	-20.00
Check	01/25/2026	Debit	Microsoft		Computer and Internet ...	-32.20
Total Heritage Bank						-23,609.54
TOTAL						-23,609.54

1:05 PM

State of Nevada Applied Behavior Analysis Board

Balance Sheet

03/09/26

As of February 28, 2026

Accrual Basis

	Feb 28, 26
ASSETS	
Current Assets	
Checking/Savings	
Heritage Bank	812,929.54
Total Checking/Savings	812,929.54
Other Current Assets	
Prepaid Expenses	10,712.57
Total Other Current Assets	10,712.57
Total Current Assets	823,642.11
Fixed Assets	
Accumulated Amortization	-12,067.00
SAAS Asset	26,328.00
Total Fixed Assets	14,261.00
Other Assets	
Deferred Outflows - OPEB	4,242.40
Total Other Assets	4,242.40
TOTAL ASSETS	842,145.51
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-3.44
Total Accounts Payable	-3.44
Other Current Liabilities	
Deferred Revenue	251,038.48
Fines - due to State	1,449.12
Paid Time Off	6,102.61
Payroll Liabilities	277.05
SAAS Current Liability	13,701.00
Total Other Current Liabilities	272,568.26
Total Current Liabilities	272,564.82
Long Term Liabilities	
Deferred Inflows - OPEB	5,182.00
Net OPEB liability	62,693.00
Total Long Term Liabilities	67,875.00
Total Liabilities	340,439.82
Equity	
Opening Balance Equity	300,468.19
Retained Earnings	154,431.66
Net Income	46,805.84
Total Equity	501,705.69
TOTAL LIABILITIES & EQUITY	842,145.51

1:05 PM

State of Nevada Applied Behavior Analysis Board
Profit & Loss Budget vs. Actual
 July 2025 through February 2026

03/09/26

Accrual Basis

	Jul '25 - Feb 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Application Fee	14,000.00	11,333.36	2,666.64	123.5%
Exam Fees	17,550.00	16,666.64	883.36	105.3%
License Fee	105,769.99	113,333.36	-7,563.37	93.3%
Other Fees	1,925.00	1,666.64	258.36	115.5%
RBT Registration	98,770.01	113,333.36	-14,563.35	87.1%
Total Income	238,015.00	256,333.36	-18,318.36	92.9%
Expense				
Bank Service Charges	5,131.90	5,333.36	-201.46	96.2%
Board Compensation	6,000.00	8,000.00	-2,000.00	75.0%
Computer and Internet Expenses	2,568.98	2,666.64	-97.66	96.3%
Dues and Memberships	444.50			
Insurance Expense	1,809.64	2,333.36	-523.72	77.6%
Licensing System	8,324.75	16,666.64	-8,341.89	49.9%
Office Supplies	956.51	1,333.36	-376.85	71.7%
Payroll Expenses				
Deferred Compensation	7,401.69	8,000.00	-598.31	92.5%
Employer Taxes	8,503.04	10,000.00	-1,496.96	85.0%
Hourly Wages	28,628.10	34,666.64	-6,038.54	82.6%
Medical Benefits	18,415.44	16,666.64	1,748.80	110.5%
PTO Expense	-2,991.00	4,000.00	-6,991.00	-74.8%
Salaries	65,501.16	66,666.64	-1,165.48	98.3%
Total Payroll Expenses	125,458.43	139,999.92	-14,541.49	89.6%
Postage	298.67	433.36	-134.69	68.9%
Professional Fees	33,905.66	24,666.64	9,239.02	137.5%
Rent Expense	5,580.72	5,666.64	-85.92	98.5%
Repairs and Maintenance	0.00	333.36	-333.36	0.0%
Telephone Expense	543.47	333.36	210.11	163.0%
Training and Conferences	133.00	3,333.36	-3,200.36	4.0%
Travel Expense	52.93	4,333.36	-4,280.43	1.2%
Total Expense	191,209.16	215,433.36	-24,224.20	88.8%
Net Ordinary Income	46,805.84	40,900.00	5,905.84	114.4%
Net Income	46,805.84	40,900.00	5,905.84	114.4%

1:05 PM

State of Nevada Applied Behavior Analysis Board
Profit & Loss Budget vs. Actual
February 2026

03/09/26

Accrual Basis

	Feb 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Application Fee	1,300.00	1,416.67	-116.67	91.8%
Exam Fees	2,100.00	2,083.33	16.67	100.8%
License Fee	13,802.08	14,166.67	-364.59	97.4%
Other Fees	150.00	208.33	-58.33	72.0%
RBT Registration	16,199.17	14,166.67	2,032.50	114.3%
Total Income	33,551.25	32,041.67	1,509.58	104.7%
Expense				
Bank Service Charges	556.92	666.67	-109.75	83.5%
Board Compensation	0.00	1,000.00	-1,000.00	0.0%
Computer and Internet Expenses	564.70	333.33	231.37	169.4%
Insurance Expense	430.64	291.67	138.97	147.6%
Licensing System	1,189.25	2,083.33	-894.08	57.1%
Office Supplies	0.00	166.67	-166.67	0.0%
Payroll Expenses				
Deferred Compensation	920.28	1,000.00	-79.72	92.0%
Employer Taxes	1,084.45	1,250.00	-165.55	86.8%
Hourly Wages	3,460.60	4,333.33	-872.73	79.9%
Medical Benefits	2,293.57	2,083.33	210.24	110.1%
PTO Expense	0.00	500.00	-500.00	0.0%
Salaries	8,144.02	8,333.33	-189.31	97.7%
Total Payroll Expenses	15,902.92	17,499.99	-1,597.07	90.9%
Postage	0.00	54.17	-54.17	0.0%
Professional Fees	15,505.04	3,083.33	12,421.71	502.9%
Rent Expense	697.59	708.33	-10.74	98.5%
Repairs and Maintenance	0.00	41.67	-41.67	0.0%
Telephone Expense	43.02	41.67	1.35	103.2%
Training and Conferences	48.00	416.67	-368.67	11.5%
Travel Expense	0.00	541.67	-541.67	0.0%
Total Expense	34,938.08	26,929.17	8,008.91	129.7%
Net Ordinary Income	-1,386.83	5,112.50	-6,499.33	-27.1%
Net Income	-1,386.83	5,112.50	-6,499.33	-27.1%

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Accrual Basis

State of Nevada Applied Behavior Analysis Board
Transactions by Account
As of February 28, 2026

Type	Date	Num	Name	Memo	Split	Amount
Heritage Bank						
Check	02/03/2026			Service Charge	Bank Service Charges	-118.08
Liability Check	02/05/2026		QuickBooks Payroll Service	Created by Payroll Service on ...	-SPLIT-	-4,982.95
Check	02/06/2026	ACH	Voya		Def Comp Liabilities	-460.14
Check	02/06/2026	1368	Dora Gomm	Refund overpayment	License Fee	-200.00
Check	02/11/2026	ACH	Constant Contact		Computer and Internet ...	-123.50
Check	02/17/2026		QuickBooks Payroll Service	Created by Direct Deposit Serv...	Bank Service Charges	-1.75
Check	02/18/2026	ACH	GP174 PEBP	Account #174	Medical Benefits	-2,463.01
Liability Check	02/19/2026		QuickBooks Payroll Service	Created by Payroll Service on ...	-SPLIT-	-4,626.02
Liability Check	02/20/2026	E-pay	United States Treasury	88-3445270 QB Tracking # 17...	-SPLIT-	-2,812.42
Check	02/20/2026	ACH	Voya		Def Comp Liabilities	-460.14
Check	02/23/2026	1370	Klagan Q Shackleton		-SPLIT-	-30.00
Check	02/23/2026	1389	Office of the Attorney General		Professional Fees	-2,105.04
Check	02/24/2026	ACH	Dreamhost		Computer and internet ...	-389.00
Check	02/24/2026	1371	AT&T		Telephone Expense	-46.46
Check	02/25/2026	Debit	Microsoft		Computer and Internet ...	-20.00
Check	02/25/2026	Debit	Microsoft		Computer and Internet ...	-32.20
Check	02/25/2026	ACH	CLEAR		Training and Conferen...	-20.00
Check	02/25/2026	ACH	CLEAR		Training and Conferen...	-28.00
Check	02/27/2026	1372	Connie Christiansen CPA		Professional Fees	-12,600.00
Total Heritage Bank						-31,497.69
TOTAL						-31,497.69

Illinois Legislation

(225 ILCS 6/150)

(Section scheduled to be repealed on January 1, 2028)

Sec. 150. License restrictions and limitations. Notwithstanding the exclusion in paragraph (2) of subsection (c) of Section 20 that permits an individual to implement a behavior analytic treatment plan under the extended authority, direction, and supervision of a licensed behavior analyst or licensed assistant behavior analyst, beginning 24 months after the Department has commenced issuance of licenses under this Act, no business organization shall provide, attempt to provide, or offer to provide behavior analysis services unless every member, partner, shareholder, director, officer, holder of any other ownership interest, agent, and employee who renders applied behavior analysis services holds a currently valid license issued under this Act. No business shall be created that (i) has a stated purpose that includes behavior analysis, or (ii) practices or holds itself out as available to practice behavior analysis therapy, unless it is organized under the Professional Service Corporation Act or Professional Limited Liability Company Act. Nothing in this Act shall preclude individuals licensed under this Act from practicing directly or indirectly for a physician licensed to practice medicine in all its branches under the Medical Practice Act of 1987 or for any legal entity as provided under subsection (c) of Section 22.2 of the Medical Practice Act of 1987.

(Source: P.A. 102-953, eff. 5-27-22; 102-1118, eff. 1-18-23; 103-857, eff. 8-9-24.)

Illinois Applied Behavior Analyst Licensing

Illinois now requires **Licensed Behavior Analysts (LBAs)** and **Licensed Assistant Behavior Analysts (LABAs)** to be licensed by the **Illinois Department of Financial and Professional Regulation (IDFPR)** for anyone providing applied behavior analysis services in the state ilaba.org+1.

Key Dates & Compliance

- **Licensing start:** January 15, 2025 for both LBAs and LABAs Illinois Department of Financial & Professional Regulation.
- **Business divestment deadline:** By **January 15, 2027**, any business providing ABA services must ensure all service providers hold valid Illinois licenses Illinois Department of Financial & Professional Regulation.
- **Enforcement start:** IDFPR will not enforce unlicensed practices for LBAs/LABAs until **April 21, 2025** Illinois Department of Financial & Professional Regulation.

Eligibility

- **LBA:** Current valid **BCBA** certification or IDFPR endorsement for an out-of-state license of equivalent standards ilaba.org.
- **LABA:** Current valid **BCaBA** certification or IDFPR endorsement for an out-of-state license of equivalent standards ilaba.org.

Application & Fees

- **Initial application fee:** \$400 (LBA), \$100 (LABA) ilaba.org.
- **Renewal fee:** \$300 (LBA), \$75 (LABA) ilaba.org.
- **Renewal cycle:** 2 years, with continuing education required (30 hours for LBA, 20 for LABA) ilaba.org.
- **Fingerprinting:** In-state via IDFPR-approved vendor; out-of-state via OOS-FP form ilaba.org.

New Online System

- IDFPR launched **CORE** (Comprehensive Online Regulatory Environment) in October 2024; behavior analyst applications are available early 2025 Illinois Department of Financial & Professional Regulation.
- Renewals may use **ILES** or **CORE** depending on application date; check IDFPR's renewal email or call **1-800-560-6420** for guidance Illinois Department of Financial & Professional Regulation.

Business Requirements

- Section 150 of the Behavior Analyst Licensing Act prohibits unlicensed individuals from providing ABA services in Illinois businesses Illinois Department of Financial & Professional Regulation.
- Businesses must ensure all service providers are licensed before the 2027 deadline Illinois Department of Financial & Professional Regulation.

Support Resources

- **ILABA** offers application guidance, info sessions, and advocacy ilaba.org.
- IDFPR's **Behavior Analyst Licensing Act** and **Rules** provide full policy details ilaba.org.
- ILABA's online application portals for LBA and LABA are available via IDFPR ilaba.org.

Tip: If you are an out-of-state provider, verify your license is equivalent to BCBA/BCaBA standards and apply for IDFPR endorsement before January 15, 2025, to avoid compliance issues.

Notices

- **Update for Applied Behavior Analyst Businesses**
- Attention owners of businesses that provide applied behavior analysis services. Please note that Section 150 of the Behavior Analyst Licensing Act (225 ILCS 6/150) states:
 - *[B]eginning 24 months after the Department has commenced issuance of licenses under this Act, no business organization shall provide, attempt to provide, or offer to provide behavior analysis services unless every member, partner, shareholder, director, officer, holder of any other ownership interest, agent, and employee who renders applied behavior analysis services holds a currently valid license issued under this Act.*
 - The Department commenced licensing behavior analysts and assistant behavior analysts on January 15, 2025. By or before January 15, 2027 anyone who is not licensed as a behavior analyst or assistant behavior analyst pursuant to the Illinois Behavior Analyst Licensing Act, and who currently owns a business providing applied behavior analysis services must divest from the business.

**THIRD REVISED PROPOSED REGULATION OF THE
DIRECTOR OF THE DEPARTMENT OF BUSINESS AND
INDUSTRY**

LCB File No. R074-25

February 23, 2026

EXPLANATION – Matter in *italics* is new; matter in brackets [~~omitted material~~] is material to be omitted.

AUTHORITY: §§ 1-21, NRS 232.8413.

A REGULATION relating to professional and occupational licensing boards; defining certain terms relating to the regulation of professional and occupational licensing boards; setting forth certain standards for each board relating to recordkeeping, officers of the board and attendance at board meetings; establishing certain requirements relating to the training of board members; establishing certain standards for the internal controls of a board; establishing certain requirements for the Internet website of a board; establishing certain requirements for a board relating to certain bills during a legislative session; authorizing a board to publish certain information for the public; setting forth certain standards relating to complaints to and investigations by or on behalf of a board; requiring a board to provide certain information to the Office of Nevada Boards, Commissions and Councils Standards within the Department of Business and Industry; providing for the Office to conduct performance evaluations of a board; providing for the Office to issue certain recommendations relating to a board; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

Existing law creates the Office of Nevada Boards, Commissions and Councils Standards within the Department of Business and Industry and charges the Office with certain duties relating to the regulation of professional and occupational licensing boards, including: (1) centralized administration; (2) establishing a uniform set of standards for investigations, licensing and discipline, internal controls and legal representation; (3) establishing a consistent set of structural standards for boards and commissions; (4) transparency and consumer protection; and (5) efficacy and efficiency. Existing law requires the Director of the Department to adopt regulations and procedures to administer the responsibilities of the Office. (NRS 232.8413, 232.8415) **Sections 3-10** of this regulation define certain terms relating to the regulation of professional and occupational licensing boards. **Section 2** of this regulation applies these definitions to the provisions of this regulation.

Section 11 of this regulation establishes certain structural standards for each board to: (1) maintain certain centralized records relating to each seat on the board, the board members filling

those seats, and the terms of the board members serving on the board; and (2) elect or appoint officers of the board. **Section 11** also sets forth certain attendance requirements for board members at meetings.

Section 12 of this regulation requires: (1) the executive director of each board to notify board members of certain training requirements and when such training is offered; and (2) the board to notify the Office that a board member has successfully completed such training.

Section 13 of this regulation requires each board to establish certain standards for internal controls including: (1) developing and implementing a budget; (2) maintaining and protecting information in the records of the board in a certain manner; (3) complying and cooperating with all statutory and regulatory reporting and auditing requirements; and (4) taking certain actions to respond to audits that recommend corrective action.

Section 14 of this regulation requires each board to maintain a publicly accessible Internet website of the board, which includes certain information and meets certain requirements.

Section 15 of this regulation requires each board to: (1) track bills during a regular or special legislative session which may impact the operations of or licensees regulated by the board; (2) report certain information to the Office relating to such bills; and (3) take certain steps to implement bills which became law.

Section 16 of this regulation authorizes a board to publish certain materials to inform the public of information relating to the board and licensees of the board.

Section 17 of this regulation sets forth certain requirements relating to complaints to and investigations conducted by or on behalf of a board. **Section 18** of this regulation requires a board to provide certain quarterly information to the Office relating to complaints, investigations, disciplinary actions, licensees and other board operations.

Section 19 of this regulation requires a board to submit certain financial information to the Office on a quarterly and annual basis.

Section 20 of this regulation requires the Office to evaluate the performance of each board using the reports and other information required to be submitted to the Office.

Section 21 of this regulation provides that if the Office identifies: (1) certain concerns with a board, the Office may provide the board with written recommendations to address such concerns; or (2) certain conduct of a board member that may constitute malfeasance or nonfeasance, the Office may refer the board member to the Governor for possible removal.

Section 1. Chapter 232 of NAC is hereby amended by adding thereto the provisions set forth as sections 2 to 21, inclusive, of this regulation.

Sec. 2. *As used in sections 2 to 21, inclusive, of this regulation, unless the context otherwise requires, the words and terms defined in sections 3 to 10, inclusive, of this regulation have the meanings ascribed to them in those sections.*

Sec. 3. "Board" means any professional or occupational licensing body, including, without limitation, a board, commission or council, that has been created by the Legislature and which is under the purview of the Office.

Sec. 4. "Board member" means a person appointed to serve on a board.

Sec. 5. "Disciplinary action" means any final action taken by a board against a licensee, including, without limitation, a public reprimand, probation, a fine, the suspension or revocation of a license or the voluntary surrender of a license in lieu of discipline.

Sec. 6. "Executive director" means a person appointed or employed by a board to oversee the daily operations of the board.

Sec. 7. "License" means any professional or occupational authorization, including, without limitation, a license, permit, registration or certificate, that is issued by a board.

Sec. 8. "Licensee" means any person who holds a license issued by a board.

Sec. 9. "Office" means the Office of Nevada Boards, Commissions and Councils Standards within the Department.

Sec. 10. "Purview" means administrative oversight.

Sec. 11. 1. For the purposes of establishing a consistent set of structural standards pursuant to NRS 232.8415:

(a) Each board shall:

(1) Maintain a centralized record of:

(I) Each seat on the board, including, without limitation, whether the seat is required by statute to represent certain interests or to serve a certain role;

(II) Each board member who is filling a seat on the board; and

(III) The terms of each board member, including, without limitation, the date on which each term begins and expires.

(2) Elect or appoint the officers of the board in accordance with the applicable statutes and regulations governing the board. Except as otherwise provided by specific statute or regulation adopted by the board, the board shall elect the officers of the board on an annual basis.

(b) Board members are required to attend and participate in meetings of the board. If, within a 12-month period, a board member has three or more consecutive unexcused absences or has unexcused absences from 50 percent or more of the meetings of the board, the board member has failed to meet this attendance requirement and the board or the Office may submit a recommendation to the Governor for the removal of the board member pursuant to NRS 232A.030.

2. As used in this section, "unexcused absence" means an absence that is not:

(a) Caused by illness, family emergency or other extenuating circumstance;

(b) Approved by the chair of the board; or

(c) Otherwise authorized by statute.

Sec. 12. 1. The executive director of each board shall notify the board members of any training that the board members are required to complete pursuant to NRS 622.200 and when such training will be offered.

2. Not more than 30 days after a board member successfully completes any training required pursuant to NRS 622.200, the board shall provide written notice to the Office, in a format prescribed by the Office, confirming that the board member has successfully completed the required training.

Sec. 13. For the purpose of establishing a uniform set of standards for internal controls pursuant to NRS 232.8415, each board shall:

- 1. Develop a budget for the board and monitor the implementation of the budget.**
- 2. Maintain any information in the records of the board relating to licensees, finances and complaints in a manner that ensures the information is accurate, complete and verifiable.**
- 3. Protect the confidential and personally identifiable information in the records of the board.**
- 4. Comply and cooperate with all reporting and auditing requirements:**
 - (a) Set forth by any applicable statute or regulation, including, without limitation, the governing statutes of the board and the requirements of title 54 of NRS or NRS 218G.400, 331.110, 333.705, as amended by section 8 of Assembly Bill No. 506, chapter 153, Statutes of Nevada 2025, at page 859, or NRS 622.100, as amended by section 3 of Senate Bill No. 274, chapter 83, Statutes of Nevada 2025, at page 444; or**
 - (b) Established by any state entity authorized to conduct audits or require reports pursuant to any applicable statute or regulation, including, without limitation, the Legislative Auditor or the Budget Division of the Office of Finance,**
↳ in a timely and accurate manner and in accordance with any deadline set forth in statute or regulation or established by the applicable state entity.
- 5. Respond to all audits of the board that are required or authorized by statute or conducted by a state entity that is authorized to conduct audits of the board pursuant to statute. Except as otherwise provided by specific statute, each board shall, not more than 90 days after receiving a final written report of an audit that recommends corrective action:**

(a) Prepare a written plan for corrective action that addresses all recommendations for the corrective action; and

(b) Submit evidence to the auditing entity that the corrective action set forth in the written plan prepared pursuant to paragraph (a) has been taken.

Sec. 14. 1. Each board shall maintain a publicly accessible Internet website of the board which is accessible to persons with disabilities, including, without limitation, persons who are blind or visually impaired and, in addition to any other information required by statute or regulation of the board, post on the Internet website of the board:

(a) A citation and link to the enabling statutes of the board and any regulations adopted by the board, including, without limitation, emergency regulations, temporary regulations and permanent regulations of the board which have been adopted and filed with the Secretary of State pursuant to chapter 233B of NRS but not yet codified in the Nevada Administrative Code.

(b) The mission statement of the board.

(c) For all current board members:

(1) The name of each board member;

(2) If the board member was appointed to represent certain interests or serve a certain role that is required by statute, the interests or role which the board member represents or serves; and

(3) The dates on which the term of each board member begins and expires.

(d) The name and title of the executive director of the board.

(e) The contact information for the board, including, without limitation, the electronic mailing address, mailing address, physical address and telephone number for the board.

(f) Any upcoming meeting of the board or a subcommittee of the board, which must include, without limitation, the date, time, location, agenda, when available, and any other information required for notice of an upcoming meeting pursuant to NRS 241.020 or 622.340, as applicable.

(g) An archive consisting of all agendas and minutes of meetings of the board prepared pursuant to NRS 241.035 for a period of not less than the immediately preceding 5 years. All other agendas and minutes of meetings of the board outside of such 5-year period must be made available upon request in accordance with the provisions of chapter 239 of NRS.

(h) Clear instructions for applying for initial licensure, renewing a license and the reinstatement of a license and any applicable deadlines set forth in statute or regulation for applying for, renewing or reinstating a license.

(i) A system for verifying licenses, which must be accessible from the homepage of the Internet website with one click and, for each licensee, must include, without limitation, the full name of the licensee, the type and status of the license, the license number, the date of issuance and the date of expiration of the license and a yes-or-no-indication of whether the licensee has any history of disciplinary actions.

(j) A system for reviewing the history of disciplinary actions of a licensee, which must:

- (1) Be accessible from the homepage of the Internet website;***
- (2) Be searchable;***
- (3) Be updated not more than 15 days after any new disciplinary action is finalized;***
- (4) Include, without limitation, the full name of the licensee, the type and status of the license, the license number of the licensee, the type of disciplinary action and the date of the disciplinary action; and***

(5) Unless otherwise declared confidential by statute or court order, provide access to the final order or settlement agreement for any disciplinary action issued in the immediately preceding 5 years. All other final orders or settlement agreements for any disciplinary action not otherwise declared confidential outside of the immediately preceding 5-year period must be made available upon request in accordance with the provisions of chapter 239 of NRS.

(k) Clear instructions on how to file a complaint with the board, accompanied by forms that may be downloaded for filing a complaint or an online system on the Internet website that enables a person to file a complaint electronically.

(l) A copy of the most recent quarterly update submitted to the Office pursuant to section 19 of this regulation and a copy of all financial audits or balance sheets filed pursuant to NRS 218G.400 within the immediately preceding 5 years.

(m) A copy of any review, evaluation, report or audit of the board conducted or prepared within the immediately preceding 5 years by or on behalf of:

(1) The Sunset Committee of the Legislature;

(2) The Division of Internal Audits of the Office of Finance;

(3) The Fiscal Analysis Division of the Legislative Counsel Bureau; or

(4) Any other entity authorized by statute to conduct or prepare a review, evaluation report or audit of the board.

(n) A link to the Internet website of the Office which must be accessible from the homepage of the Internet website of the board.

(o) Any other report required to be published by statute or submitted annually by the board.

(p) Any performance data prepared by the board.

2. The Internet website of each board must comply with any applicable regulations, policies, standards and guidelines adopted by the Chief Information Officer of the Governor's Technology Office within the Office of the Governor pursuant to NRS 242.111, as amended by section 19 of Senate Bill No. 467, chapter 513, Statutes of Nevada 2025, at page 3565, and section 15 of Assembly Bill No. 1, chapter 4, Statutes of Nevada 2025, 36th Special Session, at page 42, and NRS 242.115.

3. As used in this section:

(a) "Emergency regulation" has the meaning ascribed to it in NRS 233B.033.

(b) "Performance data" means information or metrics prepared by a board to measure or report on the operations, workload or compliance with the statutory duties of the board, including, without limitation, data or metrics prepared by the board during the ordinary course of business or that is required by statute or regulation.

(c) "Permanent regulation" has the meaning ascribed to it in NRS 233B.036.

(d) "Temporary regulation" has the meaning ascribed to it in NRS 233B.0385.

Sec. 15. 1. During each regular or special legislative session, each board shall track any bills introduced in the Legislature which may impact the operations of or licensees regulated by the board.

2. Not later than 60 days after the adjournment of each regular or special legislative session, each board shall submit a report to the Office, in a format prescribed by the Office, identifying, for each bill tracked pursuant to subsection 1:

(a) The bills tracked by the board and whether the bills became law;

(b) The potential impact of each bill on the operations of or licensees regulated by the board;

(c) Any actions required by the board to implement any bills which became law during the legislative session; and

(d) The estimated timeline for the board to implement any bills which became law during the legislative session.

3. For any bill tracked by the board pursuant to subsection 1 for which a board is required to take action to implement, the board shall:

(a) Update the regulations of the board consistent with the bill;

(b) Ensure that the bank accounts and the records of the board are consistent with the requirements of the bill; and

(c) Notify the Office, in a format prescribed by the Office, once the board has implemented the bill.

Sec. 16. To provide outreach and education to the public, each board may publish newsletters, alerts or bulletins to inform the public of the activities of the board, professional standards of and ethical requirements for the licensees regulated by the board, the rights of the public and the procedures for reporting the misconduct of a licensee to the board.

Sec. 17. 1. To ensure transparency and access to the public, each board shall make available to any person who wishes to file a complaint with the board a form for filing the complaint or a method to file the complaint electronically.

2. When responding to a complaint filed with a board, the board shall comply with all requirements for confidentiality.

3. Before initiating an investigation, a board shall determine whether a complaint falls within the jurisdiction of the board.

4. For any matter under an investigation conducted by or on behalf of a board, the file of the complaint documenting the investigation must include, without limitation:

(a) Any statutory or regulatory deadlines applicable to the investigation and resolution of the complaint by the board;

(b) Whether the board met all the deadlines identified pursuant to paragraph (a); and

(c) If the board did not meet a deadline identified pursuant to paragraph (a), the reason the board did not meet the deadline.

5. For the purposes of subsection 4, the steps of an investigation may include, without limitation, the receipt or acknowledgment of a complaint, the issuance of a notice to a licensee, the determination of reasonable doubt, the filing of a formal complaint, the scheduling of a hearing and the issuance of a final decision by the board.

6. Upon the request of the Office and to the extent permitted by law, a board shall provide to the Office any files, documents, data or other information relating to an investigation conducted by the board, including, without limitation, any disciplinary action instituted as a result of an investigation.

Sec. 18. On or before the 20th day of January, April, July and October, each board shall submit to the Office, in a format prescribed by the Office:

1. All information required to be submitted to the Director of the Legislative Counsel Bureau pursuant to NRS 622.100, as amended by section 3 of Senate Bill No. 274, chapter 83, Statutes of Nevada 2025, at page 444. A board may submit a copy of the report submitted to the Director of the Legislative Counsel Bureau pursuant to NRS 622.100, as amended by section 3 of Senate Bill No. 274, chapter 83, Statutes of Nevada 2025, at page 444, to satisfy this requirement.

2. A summary of all complaints filed with the board during the immediately preceding calendar quarter, which must include, without limitation:

(a) All complaints received, pending and resolved by the board for the calendar quarter; and

(b) The number of complaints resolved by the board at each stage of the process for resolving a complaint, consistent with the statutory procedures of the board.

3. Any other information requested by the Office that is reasonably related to the administrative, fiscal or investigative operations of the board.

Sec. 19. 1. All money in the possession of a board must be deposited and used in accordance with any applicable statutes governing the board.

2. On or before December 1 of each year, each board shall submit to the Office:

(a) A copy of the balance sheet or the report of an audit, as applicable, required to be filed with the Legislative Auditor and the Chief of the Budget Division of the Office of Finance pursuant to NRS 218G.400; and

(b) A form, in the format prescribed by the Office, summarizing the information provided pursuant to paragraph (a), which must include, without limitation:

(1) The total revenue of the fiscal year;

(2) The total expenditures of the board at the end of the fiscal year;

(3) The cash balances of the board at the end of the fiscal year;

(4) A statement from the board identifying any significant financial or structural concerns identified by the board; and

(5) A review of the adequacy of the existing fees which the board is authorized to charge under statute.

3. Not later than 30 days after the close of each fiscal quarter, each board shall submit to the Office a quarterly update summarizing the finances of the board for that fiscal quarter, in a format prescribed by the Office, which must include, without limitation:

(a) The total revenue of the board at the end of the fiscal quarter;

(b) The total expenditures of the board at the end of the fiscal quarter; and

(c) The cash balances of the board at the end of the fiscal quarter.

Sec. 20. 1. The Office shall evaluate the performance of each board using the reports and information submitted to the Office pursuant to sections 2 to 21, inclusive, of this regulation to assess the administrative efficiency, internal controls, transparency, responsiveness to the public and compliance with statutory reporting requirements of a board.

2. If the Office identifies any issues during a performance evaluation conducted pursuant to subsection 1, the Office shall notify the board in writing and the board shall have 60 days to submit a written response addressing the issues identified by the Office. The Office shall evaluate the written response of the board, if any, before completing the performance evaluation of the board. The Office is not required to modify its findings or conclusions based on the written response of the board.

3. After completing a performance evaluation conducted pursuant to subsection 1, the Office may issue written recommendations to a board pursuant to section 21 of this regulation.

4. Nothing in this section shall be construed to authorize the Office to direct the financial or operational activities of a board or to require a board to take corrective action beyond what is required by statute.

Sec. 21. 1. If the Office identifies concerns regarding the compliance of a board with the requirements of statute or with the administrative practices, internal controls or reporting

compliance of the board, the Office shall provide the board with written recommendations to promote improved performance, administrative consistency or compliance with statutory and regulatory requirements.

2. Not more than 60 days after receiving written recommendations provided pursuant to subsection 1, a board shall review such recommendations and provide the Office with a written response describing the actions the board intends to take to address the written recommendations of the Office, if any.

3. If the Office identifies any conduct by a board member in the performance of his or her duties that may constitute malfeasance or nonfeasance, including, without limitation, neglect of duty, incompetence or inefficiency, the Office may refer such conduct to the Governor to consider whether the board member should be removed from the board pursuant to NRS 232A.030.