

State of Nevada
Board of Examiners for Marriage & Family Therapists & Clinical Professional Counselors

MEETING MINUTES

Friday, July 19, 2019 at 9:00 a.m.

Sierra Counseling Center
1855 Sullivan Lane, Suite 145
Sparks, Nevada 89431

and

Kayenta Legacy Conference Room
9418 West Lake Mead Boulevard
Las Vegas, Nevada 89134

Please Note: The Board may (a) address agenda items out of sequence to accommodate persons appearing before the Board or to aid the efficiency or effectiveness of the meeting; (b) combine agenda items for consideration by the public body; and (c) 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. (NRS 241.020, NRS 241.030).

Public comment is welcomed by the Board. Public comment will be limited to five minutes per person and comments based on viewpoint will not be restricted. A public comment time will be available prior to any action items on the agenda and on any matter not specifically included on the agenda prior to adjournment of the meeting. At the discretion of the President, additional public comment may be heard when that item is reached. The President may allow additional time to be given a speaker as time allows and at his/her sole discretion. (NRS 241.020, 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. (NRS 233B.126)

Action by the Board on any item may be to approve, deny, amend or table.

1. Call to Order, roll call, Confirmation of Quorum.

Meeting called to order at 9:13am

Steve Nicholas; Erik Schoen; Hal Taylor; John Nixon; Marta Wilson; Adrienne O’Neal; Roberta Vande Voort

Public comment

No vote may be taken upon a matter raised during a period devoted to public comment until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

Public attendees: (Las Vegas) Griselda Lloyd; Leah Daniels; Mae Worthy-Thomas; Lynne Smith; Dominique Carter; Richard Vande Voort

(Reno) Lauren Wing, Craig Merrill

No public comment

2. Interviews for Executive Director (For discussion and possible action)

- Dr. Mae Worthy-Thomas, EdD

Steve – Tell us about yourself and your desires and intentions for this job.

REPLY – 20+ years experience, degree in organizational development, well positioned and well qualified. Provided “Qualifications Summary Sheet” to show how her

qualifications and how they match up with ED requirements. Outreach program. Better relationship & understanding of needs. Strategic planning. Not a therapist, but bring fresh perspective, fresh set of eyes.

Steve – What do you see and what are your thoughts?

REPLY – Website could be more user-friendly and better organized. Surveys after the licensing process.

Erik – Why this particular opportunity? Why this particular board?

REPLY – The industry itself. Believes in the value of therapy. Staunch advocate for mental health services. Passionate. Need to ensure safety of public.

Roberta – How will she support licensees as consumers?

REPLY – Assessing needs of community. Open communication. Acknowledges it is a bit like herding cats. All have something to bring to the table. PR 101 – People just want to be heard. Trained in conflict resolution.

Marta – Deal with complaints from the public. Please explain more about dealing with complaints and how they are resolved.

REPLY – Everyone has different ways for handling complaints. Make sure form is accessible and understandable for all.

Marta – How handle someone unhappy with not passing academic review?

REPLY – Match their demeanor and voice. Let them have their moment.

Stephanie – Volume of work-level was unexpected when I came on. How do you structure task lists? What kinds of self-care?

REPLY – Understand that this is a small board. Will be a lot of hands-on work. Maintain and live by task list. What is due and when. Set goals. Not promising the moon when she can't achieve that. Self-care: spiritual, prayer, spend time with family, take time to go on vacation. Leaving current job because she doesn't feel like she has enough work...wants to say she accomplished something.

Stephanie – How are you at being busy and not feeling like you are accomplishing a lot?

REPLY – Evaluate why I'm not accomplishing a lot. State government moves very, very slow.

John – Previous experience, a lot of high level experience.

REPLY – Resume highlights all the high-level stuff. What isn't there is all the experience with the small-level stuff.

Hal – Looking at current position...opportunity to make significant impact in community. This is an administrative position. Afraid candidate will be bored with level of administrative detail needing follow-up.

REPLY – Not a concern for her. Feels like it will be a challenge. Volunteers to do data-entry at current job to help with backlog. Feels like an accomplishment and having a tangible impact.

Erik – How familiar are you with board history and SB37?

REPLY – Did look at SB37. Looking at media available online. Not terribly familiar with history of board – means an advantage for her as she is not tainted by any previous bad blood. Fresh perspective.

Sherry – Wanted to make sure the new incoming ED will handle things with equanimity.

Everything is a priority. Need to be able to shift on a dime. So much paperwork and processes that need attention. Thoughts?

REPLY – Not my demeanor to yell at someone – is disrespectful. Would be able to step in and do the work. Not only delegations...all need to pitch in including ED. Looking at other staff as team members.

Erik – When could you start if offered the position?

REPLY – Within a couple of weeks.

Hal – Familiarity with board minutes?

REPLY – I type fast and am sure I will be fine

Candidate Questions for the Board:

CANDIDATE: – How many licensees do you have?

Sherry and Stephanie – Close to 3,000. Pretty much doubled the number of licensees in the past year or so.

CANDIDATE: – Budget is a challenge?

Sherry and Stephanie – Fully self-funded. Every board member has pitched in.

CANDIDATE: – Assume ED works directly with chair? Or every member directly?

Stephanie – All.

CANDIDATE: – What is annual budget?

Roberta – Currently \$200k. If fees go up, will increase to \$350k annually.

CANDIDATE: – Idea excites her and she doesn't mind the idea of the work ahead and believes she can do it.

- Dr. Lynne Smith, PhD

Steve – Tell us about yourself and desires and intentions for this job.

REPLY – Got graduate degrees in counseling. Moved to Las Vegas in May, 2015. Whole different world vis-à-vis the board. At the University of Phoenix. Hearing horror stories from other applicants and licensees. All very confusing. Used site visits and role as ambassador of board when leadership changed to be more welcoming. Wants to participate in this continuing journey of excellence the board seems to be on. The board is in a whole new place. Improving processes. Board office to the next level.

Steve – What do you see as next level?

REPLY – Going through with the portal process for paperless process and new licensees. Clean-up database and implementation of software. Hoping for a more a “most excellent biennial” renewal process. Looking forward to getting back into accounting and budgeting. Compliance with OML. Things are more efficient than they were.

Roberta – How would you manage timing of revenue from license renewals to ensure cash-on-hand lasts needed two years? Address accounting in general?

REPLY – Get a handle on existing expenses and looking at upcoming expenses. Creating efficient budgets for moving forward.

Stephanie -- Volume of work-level was unexpected when I came on. What kinds of self-care do you practice?

REPLY – The opportunity is really exciting. Relaxing, massages, meditation, work-time

balance.

Steve – Experience with complaints? Gripes from the public? Input from government agencies?

REPLY – Efficiently and effectively process complaints. Will hopefully ameliorate concern around lag-time on these. We are here to serve the public and licensees. Be able to be in compliance.

Erik – What does most-excellent look like 1 year and 3 years from now?

REPLY – Have a seamless renewal process so licensees are happy. More value. Availability of Research database and training in best practices for licensees. Completely paperless to enable better management. Supporting CPCs – training, ethics, MFT systems – to be competent for working with families and couples. Board to be resource.

Erik – Experience working with boards?

REPLY – Just stepped down as NCA President and learned a lot about working with board members. While don't have specific experience with government boards, am a quick learner.

Steve/Hal – Any other counseling supervisory relationships anticipated?

REPLY – No counseling clients; discontinuing supervisory relationships so there is no conflict of interest.

Hal – This job, particularly in the first year, will likely be managing a lot of minutiae and administrative details...experience in doing board minutes?

REPLY – Board minutes are my least favorite task. Am good at it but don't enjoy it.

Stephanie – How comfortable with office management minutiae?

REPLY – Whatever it takes to run an office. A little bit of a control freak.

Marta – What is experience dealing with folks who won't take "no" for an answer?

REPLY – Step in and take responsibility to protect staff. Not something they should have to deal with. Work with them to help them see the parameters. Set boundaries.

Erik – How soon could you start if offered the position?

REPLY – Tomorrow...today.

John – Thoughts on the board audit?

REPLY – Salary for ED and reserves were both areas that stuck out.

Stephanie – Thoughts on being gatekeepers for the profession?

REPLY – We have a huge responsibility to make sure licensees are ethical and competent.

Sherry – Want to make sure the new incoming ED will handle things with equanimity. Everything is a priority. Need to be able to shift on a dime. So much paperwork and processes that need attention. Thoughts?

REPLY – Very adept at changing gears. Hoping down the road there won't be so many fires to fight.

Adrienne – Asked about experience and comfort level with legislative issues.

REPLY – Familiar with what the board has done. Would be part of learning curve.

Roberta – How many times have you attended board meetings?

REPLY – After first painful period of trying to get licensed, approximately 15 to 20 times.

Candidate had no questions for the Board. She applauded the staff for their hard work and thanked the Board for their passion and for being compassionate.

BOARD Discussion of Candidates (Candidates elected not to be present):

Legal Counsel advised robust conversation about candidates. No specific approach.

Steve – Impressed by Mae and her objectivity; more drawn to Lynne because of her intimate familiarity with our various processes and board history. Also, taken by Lynne’s desire to do more gatekeeping.

Stephanie – Thrilled with level of qualifications of both candidates. Both presented and spoke very well. Being a licensee was very helpful in her role as ED; better able to take the perspective of licensees and applicants. Was given more respect by those she was working with. Lynne has volunteered at the office; Stephanie noted she has tried to scare her away but she kept coming back!

John – Lynne knows what she is going to be getting into. She has strong boundaries and ethical sense. Mae seemed taken aback by the number of licensees. Lynne’s in-the-field experience will help.

Stephanie – ED position is unique position. Part of it is black-and-white, part of it is grey.

Steve – Lynne is steeped in and bound by ethical guidelines. Can be a compass and guide for her.

Roberta – Impressed with Mae, but worried that she isn’t prepared for temperamental therapists.

Hal – Very impressed with Mae – likes the fact that she has lots of governmental experience. However, when it comes to Lynne, it looks like she is essentially an academic familiar with creating procedures and policies, and with business sense.

Sherry – Like Mae as well. But Lynne has walked into the office and helped and volunteered, and demonstrated her desire to go the extra mile. Thinks she’s the perfect package.

Marta – Two very good and impressive candidates. With her background and knowledge, Lynne is ready to hit the ground running. Mae would get in there and work hard. Lynne has the needed skillsets and less of a learning curve.

Stephanie – Very similar to when I was considered for ED. Had some things to learn with regard to legislative and regulatory processes, but those were easier than the nuances of MFTs and CPCs, etc.

Adrienne – Have known Lynne for a while, and glad she has applied. The Board would thrive with either one. “Fell in love” with Mae.

Erik – Both great candidates...thinks Lynne is the better candidate.

Motion made by Hal to offer the position of Executive Director to Dr. Lynne Smith; Erik seconds. Motion carries unanimously.

Motion made by Erik for compensation level and any other issues that may arise during said to be negotiated between the Board Chair and the candidate; John seconds. Motion carries unanimously.

Discussion upon both Candidates' return to Board Meeting:

Steve – Both candidates were excellent. Board voted to offer position to Lynne. Want to applaud Mae for willingness to come on board and being a superstar of a candidate; Her strength was her ability to be fluent in government affairs and objective.

Erik – Echoed what Steve had to say. Edge given to Lynne for her familiarity with the board processes and those as a licensee.

Hal – There is a place for you Mae. Wish you the best.

Steve – Congratulations to you, Lynne for being offered the position. Will you accept?

Lynne – I accept.

Steve – Board has authorized me to negotiate compensation package with you. So will follow-up.

****Agenda Items 6 & 7 were taken out of order and discussed at this time. Minutes are indicated below.**

3. Discussion, recommendation, and possible action regarding review and approval of minutes from June 21, 2019 meeting (For possible action)

Motion made by Roberta to approve Workshop minutes as written; John seconds. Erik abstains due to his absence from the meeting. Motion carries unanimously.

Motion made by John to approve as written; Marta seconds. Erik abstains due to his absence from the meeting. Motion carries unanimously.

4. Review/Decision regarding the following licensees who have petitioned the Board to be Primary Supervisors for Marriage and Family Therapist (MFT) and Clinical Professional Counselor (CPC) Interns: (For possible action)

Supervision Applicant	AAMFT Approved Supervisor or CCE Approved Certificate/Supervisor Course	Transcript of 45-hour Graduate-level Supervision Course	Mentor Signature of Supervisory Experience	Mentor Contract
Lauren Wing, CPC	Yes	N/A	N/A	N/A
Nora Alvarez	Yes	N/A	N/A	Yes
Walter Dimitroff		N/A	Yes	N/A

Motion made by Erik to approve Lauren Wing as a supervisor pending verification of her licensure for three years; Adrienne 2nd. Motion carries unanimously.

2nd Motion made by Erik to approve Lauren Wing as a supervisor after Ms. Wing provided confirmation of length of licensure; Marta 2nd. Motion carries unanimously.

Motion made by Erik to deny approval of Nora Alvarez as a supervisor pending full AAMFT approved status and/or presentation of other documentation; Marta 2nd; Motion passed unanimously.

Walter Dimitroff – Tabled pending further documentation.

5. Update on IT and website vendor review from Rich Sturek of CTS (Advisement)
6. Final review of InLumon proposal and quote for licensing system (Advisement)

Final pricing option discussed as best choice for keeping funds in Board reserves. Options are either \$20,000 up front or \$1,250 monthly subscription. InLumon sells their product through SHI; SHI adds 5% fee for either way it is paid. SHI is a state-approved reseller. Need to get renewal part of the portal

up-and-running now. Estimate is to have portal done by mid-October. Good feedback from other boards regarding quality of InLumon implementation. Subscription will enable website to stay up-to-date with current technology. Rich further advised getting the InLumon contract approved ASAP, so the potential need for a telephonic meeting to finalize and sign contract with InLumon was also discussed.

Regarding vendor review and assessment of original website: a vendor is still needed for support, updates and maintenance. Rich will put together a statement of work for the tasks to be completed. He noted that Bill Sikkens could be a fine choice, but suggested the board obtain a quote from him as well as two other vendors to determine most competitive price for service.

He noted Bill Wilkins could be a fine choice, but would advise consulting from other possible vendors. Advised getting InLumon contract approved ASAP.

Adjourned at 11:40am for five-minute recess. Resumed at 11:47am

7. Board review and selection of proposed NAC changes (For discussion and possible action):

- NAC 641A.035, subsections (17) and (18)
 - No discussion or objections
- NAC 641A.065 subsection (1)(d)
 - No discussion or objections
- NAC 641A.085, subsection 7(b)(4)
 - No discussion or objections
- NAC 641A.105
 - Minor wording changes for clarity
- NAC 641A.131, subsections (1-3)
 - Increased suicide prevention and awareness requirement from 2 to 4
 - Minor wording changes for clarity
- NAC 641A.133, subsections (1) and (3)
- NAC 641A.146, subsection (1)
 - Minor wording changes for clarity
- NAC 641A.146, subsection (2)
 - No discussion or objections
- NAC 641A.146, subsection (5)
 - No discussion or objections
- NAC 641A.156
 - No discussion or objections
- NAC 641A.178, subsection (4)
 - No discussion or objections
- NAC 641A.178, subsections (5) and (6)
 - No discussion or objections
- NAC 641A.186
 - Minor wording changes for clarity

- NAC 641A.243, subsection (7)(a) and (b)
 - Removed
- NAC641A.247, subsections (11-13)
 - No discussion or objections
- NAC 641A.252, subsection (1)
 - Minor wording changes for clarity
- NAC 641A.254
 - Removed

Motion made by Erik to move forward with the amendments agreed upon; Hal 2nd ; Motion carries unanimously.

8. Disciplinary Matter – Recommendation for Dismissal (For possible action)
 - a. Case No. NV17MFT006
Stephanie provided brief, general advisement of case and reason for dismissal
 - b. Case No. NV180509-07
Stephanie provided brief, general advisement of case and reason for dismissal
 - c. Case No. NV18MFT009
Stephanie provided brief, general advisement of case and reason for dismissal
 - d. Case No. NV18MFT010
Stephanie provided brief, general advisement of case and reason for dismissal
 - e. Case No. NV18MFT011
Stephanie provided brief, general advisement of case and reason for dismissal
 - f. Case No. NV180518-08
Stephanie provided brief, general advisement of case and reason for dismissal

Motion made by Erik to dismiss cases a, b; Roberta 2nd ; Hal abstains due to knowledge of the cases; Motion carries unanimously.

Motion made by Erik to dismiss cases c, d, e, and f; John 2nd ; Motion carries unanimously.

9. Report from President (Advisement)
Steve noted that he and Lynne will be going to DC for national regulatory boards' conference (WASCB) He also thanked the Board for their patience with his learning curve as the new Chair.
10. Report from Treasurer (Advisement)
Erik thanked the Board for their vote of confidence in electing him as Secretary/Treasurer
11. Report from Executive Director (Advisement)
Stephanie advised her year as part-time ED has been one of her most challenging. It has been an honor to work with the Board, and she is proud of what has been accomplished this year. She thanked Sherry for her hard work and committed to staying on to help with the transition of the new ED.

12. Report from Senior Deputy Attorney General Henna Rasul (Advisement)
Advised of a formal complaint hearing that will take place at August or September meeting.
13. Discussion regarding future agenda items and future meeting dates:
 - a. Friday, August 23rd @ 9:00am
 - b. Friday, September 20th @ 9:00am
 - c. Friday, October 18th @ 9:00am

14. Public comment.

No vote may be taken upon a matter raised during a period devoted to public comment until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)
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15. Board member comments

John presented on behalf of the Board, a certificate of appreciation to Roberta Vande Voort for her service. She expressed her appreciation for staff and the progress made this past year.

16. Adjournment (For possible action) Adjourned at 12:48pm.
