

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

**MEETING MINUTES**

**Friday, February 21, 2020 at 9:00 a.m.**

Teleconference Location  
Nevada Board of Examiners  
For Marriage & Family Therapists and Clinical Professional Counselors  
7324 W. Cheyenne Avenue, Suite 9  
Las Vegas, NV 89129

**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 9:00 AM.  
Steven Nicholas, Erik Schoen, Sara Pelton, Hal Taylor, John Nixon, Sheldon Jacobs, Marta Wilson, Adrienne O'Neil  
Henna Rasul, Senior Deputy Attorney General  
Lynne Smith, Joelle McNutt, Sherry Rodriguez
2. 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)

No public members present.

3. Discussion, recommendation, and possible action regarding review and approval of minutes of January 10, 2020 meeting (For possible action)

Motion made by Erik to approve the January 10, 2020 meeting minutes; John 2<sup>nd</sup>. Hal and Sara abstained. Motion approved 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/Supervisor Candidate or CCE Approved Certificate/ Supervisor Course | Transcript of 45-hour Graduate-level Supervision Course | Mentor Signature of Supervisory Experience | Mentor Contract |
|-----------------------|---|---|--|-----------------|
| Crystal M Jaquette    | Yes   | N/A   | N/A  | N/A             |
| Dr. Juanita Chapman:  | Yes   | N/A   | Yes  | Yes             |

Motion made by Erik to approve Crystal Jaquette as a Primary Supervisor; Adrienne 2<sup>nd</sup>.  
Motion approved unanimously.

Motion made by John to approve Dr. Juanita Chapman as a Primary Supervisor; Sheldon 2<sup>nd</sup>.  
Motion approved unanimously.

- Review and approval of BoE financial statements and operating budgets through 12/31/2021 (For discussion/possible action)

Erik: thank you to Lynne, such clear financial information, we've needed it for long time. It looks like we will be operating in the black for this budget period.

Lynne: Income from fees are an estimate over the next two years since we don't have a history with the new fee structure.

Erik: one of the recommendations from the auditor that there are checks and balances, Lynne has been able to respond to any questions, I'm very confident with what I'm seeing. Henna, are we able to give bonuses?

Henna: as a state agency you are able to give bonuses.

Steve: if we were to give bonuses, we should agendize that.

Erik: I make a motion that we approve the budget.

Marta: is there a place in this budget for cost of living wage increase for staff?

Lynne: we did not budget for increases due to looking for health insurance, also the unknown of the cost the software vendor.

Henna: increase salary would have to be agendized if they impact the approved budget.

Erik: there is no pressure to approve this now, if you want to review it, we could approve it at a later meeting. This is the earliest we have had a detailed budget and we have until June to finalize. I withdraw motion to approve budget now.

Table agenda item for now.

- Report from President (Advisement)

Steve suggested that we add Supervisor Candidate as one of the options on the Primary Supervisor application.

Marta: that makes really good sense to me. If they have the AAMFT Supervisor Candidate form then they can be approved as a Primary or Secondary Supervisor, correct?

Steve: Yes, that is correct.

Hal: if the person is a candidate, if we had it more clearly on the application, it would be better.

Lynne: I will revise the application form.

- Report from Treasurer (Advisement)

Erik: Such how thankful I am to the board office and Lynne for such a clear operating budget.

Hal: this would have been nice to have in the past.

8. Report from Executive Director (Advisement)

R051-19 is up for review and approval and will be heard by the Legislative Commission on February 26, 2020.

Lynne reported that we received an official termination letter from InLumon's attorney, the agreement has been mutually terminated. They will be sending our data at some point.

The state has approved our lease agreement to move to the space next door don't yet know the terms of the lease or when we will be moving.

Looked into participating in the state's health benefits but that costs \$1,100/month just to participate, before any premiums, so it's not affordable.

I would like to put inactive status on the agenda to discuss how we want to track that in lieu of moving to the biennial licensing period.

This is Sara's first meeting – Sara, could you please tell us a little about yourself?

Sara: I'm in private practice at Kayenta, doing a training program in California for sensory-motor integration, a trauma-based program. Happy to be on the board!

9. Report from Complaints Investigator (Advisement)

Not in attendance.

10. Report from Senior Deputy Attorney General

Nothing to report.

11. Board member comments

No comments.

12. Discussion regarding future agenda items and future meeting dates:

Steve: I will not be in attendance for the March meeting, John will be presiding

John: I cannot attend on April 17th

a. Friday, March 20<sup>th</sup> @ 9:00 AM

b. Friday, April 17<sup>th</sup> @ 9:00 AM

13. Public comment.

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| 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.<br>(NRS 241.020) |
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14. Adjournment (For possible action)

Meeting adjourned at 9:31 AM.