



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

P.O. Box 370130
Las Vegas, NV 89137-0130
(702) 486-7388 Fax: (702) 486-7258

Colleen Peterson, Ph.D., President
Joan Winkler, M.A., Vice President
Richard Harrison, Secretary/Treasurer
Donald Huggins, Ed.D., Member
Louise Sutherland, M.Ed., Member
Erik Schoen, Member
Katherine Unthank, Ph.D., Member
Cheryl Musson, Member
Sean Gamble, Member

Unapproved: 06/21/2013 Approved: 07/26/2013

MEETING MINUTES

Friday, June 21, 2013
Nevada State Board of Examiners for Marriage and
Family Therapists and Clinical Professional Counselors
9436 West Lake Mead Boulevard #11-J
Las Vegas, Nevada 89134-8342

- I. Call to order/Roll Call – Meeting called to order at 08:01 A.M. by Dr. Colleen Peterson, President. Also present was Ms. Joan Winkler, Vice President; Mr. Richard Harrison, Secretary/Treasurer; Dr. Donald Huggins, Member; Ms. Louise Sutherland, Member; Mr. Erik Schoen, Member; Dr. Katherine Unthank, Member; Ms. Sean Gamble, Member; Ms. Rose Marie Reynolds, Deputy Attorney General (DAG); and Raymond E. Smith Sr., Executive Director (ED). There were no public members attending. Board Members absent were Ms. Cheryl Musson, Member.
- II. Public Comment – There was no public comment.
- III. This item was tabled.
- IV. This item was tabled.
- V. This item was tabled.
- VI. This item was tabled.
- VII. This item was tabled.
- VIII. The ED presented the Financial Report and the Board discussed projections on the report and directed the ED to move the Board Administration toward an electronic platform for license renewals by the end of the next 6 months. The annual evaluation of the ED will be based on the ED's ability to accomplish this goal.
- IX. Motion made by Dr. Unthank that the Board approve \$7,000 increase in Leasing fees. Seconded by Mr. Harrison. Motion passed unanimously.

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Mr. Schoen departed at 8:50 a.m...

Ms. Winkler moved that the Board approve the Executive Director, Mr. Raymond Smith, and the Secretary/Treasurer, Mr. Richard Harrison, to enter into leasing contracts together on behalf of the Board. Seconded by Dr. Unthank. Motion passed unanimously

X. Public Comment. – There was no public comment.

XI. Items for future agendas include

1. The next Board Meeting was previously scheduled for Friday, July 26st, 2013 @ 9:00am.
2. Board Interviews will be scheduled over email.

XII. Ms. Winkler motioned to adjourn meeting at 9:00 am. Seconded by Mr. Harrison.

Submitted By: _____
Raymond E. Smith Sr., Executive Director

■ This conference was recorded.

These Minutes have been approved by the Board and are not subject to revision.