

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

**MEETING MINUTES**

**Friday, August 23, 2019 at 9:00 a.m.**

Northern Nevada Child and Adolescent Services  
2655 Enterprise Road  
Reno, Nevada 89512

and

Nevada Division of Child and Family Services  
6171 W. Charleston Blvd., Building 8  
Las Vegas, Nevada 89146

**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 9:33 AM.  
Steve Nicholas, Marta Wilson, John Nixon, Erik Schoen, Adrienne O’Neal, and Hal Taylor.  
Staff present: Henna Rasul – Senior Deputy Attorney General, Lynne Smith, Stephanie Steinhiser.

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)

Public present: Michael Detmer – DAG, Frankie Massa (appeared for 5 minutes).

3. Discussion, recommendation, and possible action regarding review and approval of minutes from July 31, 2019 meeting (For possible action)  
Motion made by Erik to approve minutes; Marta 2<sup>nd</sup>, Hal abstains. 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 or CCE Approved Certificate/Supervisor Course	Transcript of 45-hour Graduate-level Supervision Course	Mentor Signature of Supervisory Experience	Mentor Contract
Frankie Massa, MFT	Yes	No	No	No

Motion made by Erik to approve Ms. Massa as a Primary Supervisor; Marta 2<sup>nd</sup>. Motion approved unanimously.

5. Disciplinary Hearing on Complaint and Notice of Hearing in the Matter of Mary Jo Gill.

SDAG Henna Rasul made her opening statement regarding this matter and exhibits were admitted. She noted that Mary Jo Gill failed to appear for this hearing. Ms. Rasul reviewed the procedures for considering the complaint and explained each of the five Exhibits. She stated that the question for the board was to determine if Ms. Gill had violated the law and if she chooses to reapply for a license from this board, what actions would be taken to protect the public.

The allegations are as follows:

1. Ms. Gill intentionally failed to maintain accurate documentation, including progress notes and billing records concerning the services actually provided to Medicaid recipients, thereby committing unethical practices contrary to the interest of the public as determined by the Board.
2. Ms. Gill is subject to discipline pursuant to NRS 641A.320 for unprofessional conduct.
3. Ms. Gill failed to prepare and maintain in a timely manner a record of each of her clients.
4. Ms. Gill failed to comply with the provisions of NAC 641A.243(14) and chapter 641A of NRS and all other applicable federal laws and regulations.
5. Ms. Gill violated the provisions of the AAMFT Code of Ethics.

Motion made that allegations against Ms. Gill are true: 1<sup>st</sup>: John; 2<sup>nd</sup>: Erik. Vote: Passed unanimously.

The factual allegations were deemed as proven and accounts approved by preponderance of the evidence, then the board discussed and deliberated sanctions.

Erik made a motion that these are the sanctions to Ms. Gill: a probation period of two years; during the probation period she may not work in a private practice, she can only work in an agency setting; she will have monthly supervision with a board-approved supervisor mentor covering a wide variety of topics but also specifically ethics and Medicaid with quarterly reports to summarize and document the supervision that both parties sign and provide to the board on a quarterly basis; if supervision does not occur monthly, it falls into the failure to complete clause and would be a violation; she will comply with all federal and state laws; that she will complete two additional continuing education credits in ethics and Medicaid practices with all costs for her to bear; she needs to send in documentation of her continuing education completion; she is to maintain a current license during this period; an administrative fine of \$3,000 as well as the actual attorney's fees; she will report these actions on future reports that she makes for additional licensure or verifications; and we will report this to the national database. Failure to complete any of these actions will result in her immediate suspension of her license.

Motion to approve the Consent Decree: 1<sup>st</sup>: Erik; 2<sup>nd</sup>: John. Vote: Passed unanimously.

6. Disciplinary Matter – Recommendation for Dismissal (For possible action)

- a. Case No. NV17MFT007  
Stephanie provided brief, general advisement of case and reason for dismissal
- b. Case No. NV17MFT017  
Stephanie provided brief, general advisement of case and reason for dismissal

- c. Case No. NV18MFT008  
Stephanie provided brief, general advisement of case and reason for dismissal
- d. Case No. NV180502-06  
Stephanie provided brief, general advisement of case and reason for dismissal

Motion made by Erik to dismiss cases a, b, c, & d; Adrienne 2<sup>nd</sup> on a & d; Marta 2<sup>nd</sup> on b; John 2<sup>nd</sup> on c; Hal abstains due to knowledge of the cases a & d; Motion carries unanimously.

7. Report from President (Advisement)

Steve noted that he and Lynne attended the AASCB Summit in DC and that it was well worth our time. He reported that there were 38 states participating and they offered a focus on telehealth and disaster mental health. He stated that there were round-table discussions regarding problems with licensing exam passing rates. He recommended continuing to participate in future summits.

8. Report from Treasurer (Advisement)

Erik stated the he would be reviewing finances. Lynne reported that we can give him access to see the bank account activity. Erik stated that his goal is for the board to receive monthly profit and loss statements and balance sheets for review, approval, and consideration. Lynne reported that once the fiscal year-end books are closed, we will be in a position to provide statements monthly.

9. Report from Executive Director (Advisement)

Lynne reported that the Kirkwood bank accounts have been closed and all banking is now at Wells Fargo Bank. She stated that all deposits and bills are current, and we are waiting for the bookkeeper to close the books for the fiscal year-end. Additionally, we may be subject to an audit again this year based on gross revenues. We are moving forward with the InLumon implementation of the back-office solutions. The office hired a part-time receptionist since Sara had given her notice.

10. Report from Senior Deputy Attorney General Henna Rasul (Advisement)

No report. She stated that the board had done a good job on the hearing for this meeting.

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

- a. Friday, September 20<sup>th</sup> @ 9:00 AM (Public Hearing)
- b. Friday, November 15<sup>th</sup> @ 9:00 AM (Public Hearing)

Steve reported that we may take the month of October off from board meetings. Erik reserved the option to hold the meeting if the InLumon implementation is not on target. Board meeting frequency in 2020 needs to be a topic of discussion at a future board meeting.

12. Public comment.

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13. Board member comments

Steve stated that he would like to have an in-home therapy review on the agenda for an upcoming meeting. Marta mentioned that more school counseling applicants are applying for CPC licenses and she has observed that their school practicums/internships are not necessarily mental health experiences. She would like us to agendize this issue and have a board discussion regarding these situations. She also reported that she continues to have concerns regarding poor passing rates for the national tests. Erik stated that he is concerned about Lynne being the only signer on the bank account and it was recommended that John be the other signer here in the south. Lynne stated that she will get with John before the next board meeting and have him added to the Wells Fargo accounts.

14. Adjournment. Meeting adjourned at 10:23 AM.