

Steve Sisolak, *Governor*



Steve Nicholas, *President*
John Nixon, *Vice President*
Sara Pelton, *Secretary/Treasurer*
Jenny Stepp, *Member*
Jennifer Ross, *Member*
Marta Wilson, *Member*
Hal Taylor, J.D., *Public Member*
Sheldon Jacobs, *Member*
Lauri Perdue, *Public Member*

MEETING MINUTES
FRIDAY, DECEMBER 16, 2022 at 9:00AM

Teleconference Location

Nevada Board of Examiners
For Marriage & Family Therapists and Clinical Professional Counselors
7324 W. Cheyenne Avenue, Suite 10
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 three (3) 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 9:04 AM.
 - Board members present: Steven Nicholas, John Nixon, Sara Pelton, Marta Wilson, Jenny Stepp, Lauri Perdue, Sheldon Jacobs, Hal Taylor
 - Board members not present: Jennifer Ross
 - Staff present: Joelle McNutt, Stephanie Steinhiser, Senior Deputy Attorney General Henna Rasul
 - Members of the public present: Juliane Hsu, Jocelyn Odar, Lauren Pressler, Megan Evans, Tina Parkman, Kimberly Schwartz, Shari Andreason, Emilia

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 comment.

3. Discussion, recommendation, and possible action regarding review and approval of minutes from the October 21, 2022 meeting (For possible action)
 - Steve: I was not present for this meeting. If everything looks good, I will entertain a motion.
 - Motion to approve minutes from October 21st: 1st Jenny, 2nd Marta; Steve and Sheldon abstain; Motion approved.
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 Approved Clinical Supervisor	University transcript showing 45-hour graduate-level supervision course	Mentor Signature of Supervisory Experience
Domonique Rice	Yes	N/A	N/A
Louise Sutherland-Hoyt	Yes	N/A	N/A
Puanani Lonetti	Yes	N/A	N/A
Adam Moore	Yes	N/A	N/A
Caitlin Mroz	Yes	N/A	N/A
Melinda Wiafe	Yes	N/A	N/A
Jennifer Domingo	Yes	N/A	N/A

- Steve: I believe that we can take these as a slate. I do not see anything out of the ordinary.
 - Motion to approve Domonique Rice, Louise Sutherland-Hoyt, Puanani Lonetti, Adam Moore, Caitlin Mroz, Melinda Wiafe and Jennifer Domingo as Primary Supervisors: 1st John, 2nd Lauri; No abstentions; Motion approved unanimously.
5. Review/Decision regarding the following applicants who have petitioned the Board for approval of prior experience hours from out-of-state: (For possible action)

Applicant	Total Number of Hours	Prior Experience Form	State Verified Hours	Letter from Previous Supervisor
Jocelyn Odar	441	Yes	Yes	Yes
Genamarie Segno	1500	Yes	Yes	Yes
Elizabeth Lozano	950	Yes	Yes	No
Lauren Pressler	1535.5	Yes	Yes	Yes
Juliane Hsu	1175	Yes	Yes	Yes
Kimberly Schwartz	318	Yes	Yes	Yes

- Steve: This is our first opportunity to review documents to approve hours from out-of-state. Is there any discussion on their materials? Hearing none, I will await a motion.
- Motion to approve prior experience hours from out-of-state for Jocelyn Odar, Genamarie Segno, Elizabeth Lozano, Lauren Pressler, Juliane Hsu and Kimberly Schwartz: 1st Marta, 2nd Sara; No abstentions; Motion approved unanimously.
- Joelle: Congratulations to all of you on the call. You can check with the office at the end of January to get an updated summary of your hours.

6. Disciplinary Matter – Recommendation for Dismissal (For possible action)
 - a. Case No. NV20CPC001
 - Motion to dismiss Case No. NV20CPC001: 1st Hal, 2nd Sheldon; No abstentions; Motion approved unanimously.
7. Review, discussion, and possible action regarding approval of Allison Nystrom’s reciprocity application for CPC licensure (For discussion/possible action) – Joelle McNutt
 - Joelle: Allison’s application was on the agenda in August and the Board moved to table until the dismissal of her most recent charges. I have included the dismissal in your supporting documents and recent verification of her license in Washington showing no Board Action.
 - Steve: I think that everything looks in order here.
 - Motion to approve of Allison Nystrom’s reciprocity application for CPC licensure: 1st Hal, 2nd Jenny; No abstentions; Motion approved unanimously.
8. Review, discussion, and possible action regarding review of financial statements 1st Quarter FY23 ending September 30, 2022 (For discussion/possible action) – Joelle McNutt
 - Joelle: I have included the balance sheet, profit and loss and bank transactions reports for your review. All looks good and we are in good shape.
 - Steve: Anything to add Sara as the treasurer?
 - Sara: Nothing to add.
 - Motion to approve the financial statements 1st Quarter FY23 ending September 30, 2022: 1st Marta, 2nd Sheldon; No abstentions; Motion approved unanimously.
9. Review, discussion, and possible action for the approval the audited financial statements for the fiscal year-end June 30, 2022 (For discussion/possible action) – Joelle McNutt
 - Joelle: You will find our audited financial statements for your review. We had a clean audit and we worked with a new firm this year. It was a great experience. One thing to note was that they asked me for a deposit risk policy. I provided our Operating Policies and Procedures to them but the next agenda item will address that question.
 - Steve: This is going to provide a blueprint for others to follow after us and that is wonderful. Sara, any comments?
 - Sara: I am really happy with our audit results.
 - Motion to approve the audited financial statements for the fiscal year-end June 30, 2022: 1st John, 2nd Jenny; No abstentions; Motion approved unanimously.
10. Review, discussion, and possible action regarding approval of participation and enrollment into the State of Nevada Pooled Collateral Program (For discussion/possible action) – Joelle McNutt

- Joelle: The Pooled Collateral Program is through the State Treasurer's office, and it offers a method for securing public funds.
 - Sara: This is something that is good for our Board because it provides more protection and insurance for our funds.
 - Motion to approve participation and enrollment into the State of Nevada Pooled Collateral Program: 1st Sara, 2nd Lauri; No abstentions; Motion approved unanimously.
11. Review, discussion, and possible action regarding approval to use the Education Step in Certemy as attestation of CEU completion for license renewal (For discussion/possible action) – Joelle McNutt
- Joelle: Our regulations state that licensees attest to the completion of their CEUs on a Board approved affidavit. The Education step in Certemy will allow licensees to list out their CEUs and the upload their certificates. Use of this step allows the random audit of CEUs based on a percentage that I would set. The CE Marketplace is also an option where licensees can go to pick from various providers to get CEUs.
 - Hal: I am going through this process now for my licenses and I don't think it is a problem for people to upload their certificates. If you have them there to input into the system anyway, it is easy to upload them. It will make the auditing process easier too if you have the certificate there.
 - Marta: Will we be able to upload at any time or is it only going to be during a certain period?
 - Joelle: You can upload anytime in that step and it will save it. I am working to get the renewal step put into everyone's portal but I wanted to get the approval first.
 - Motion to approve the Education Step with uploads in Certemy as attestation of CEU completion for license renewal: 1st Steve, 2nd Sara; No abstentions; Motion approved unanimously.
12. Discussion regarding Educational Counseling degree programs and academic requirements for CPC Intern licensure (For discussion) – Joelle McNutt
- Joelle: When I get an applicant that graduates from a CACREP school counseling program, I complete an academic review on their file because their degree is not a clinical mental health degree or a marriage and family therapy degree even though our regulations state CACREP. I wanted to get some clarity around that and then wonder if we should specifically state the type of CACREP degrees accepted though a regulation change.
 - John: I can speak to this. If we look at the CACREP standards, they have specificity when it comes to the standards as it relates to the specialization, for example, school counseling, rehabilitation counseling, et cetera. For school counseling, all of those standards pertain to a school setting and even the psychopharmacology is specific to the school setting where only certain medications are discussed. It is not giving a person exposure to the lifespan outside of the school age and also different aspects of psychopharmacology. This means that those students would not have the education to fully operate within the scope of practice outline in our statutes.
 - Tina Parkman: I am a clinical supervisor for students in both clinical programs and school programs and those that are in the school programs need to repeat 600 hours of internship in a clinical setting.
 - Megan Evans: I am licensed as an MFT, a primary supervisor and I work in a clinical role in a school. I have a lot of school counselors coming to me for guidance on how to transition the license

that they have through the Department of Education to a clinical license. I wanted to get some clarity on what would be needed. I have talked with Joelle, and she told me about the certificate program through UNLV and I am hoping that UNR could do something similar. I think there are about eight classes that are the same between the two programs.

- Steve: A couple of the gaps are in clinical diagnosis and, where it was pointed out by Dr. Parkman and John, in the clinical internships. For example, UNR's 642 course. 642A is for school counselors and 642B is for the clinical mental health students. There is a difference in the diagnostic experience for these two courses. The 642B course is appropriate for CPCs. Joelle, do you have what you need?
- Joelle: Yes, we are specifically looking for clinical work with the DSM as far as diagnosis and the internship experiences need to be clinical at the very least.

13. Report from President (Advisement)

- Steve: No report.

14. Report from Treasurer (Advisement)

- Sara: No report.

15. Report from Executive Director (Advisement)

- Joelle: For those of our Board members that are not licensees, I sent out the regulation changes to all of our licensees. I also updated the website. I will now update the renewal now that you have approved the Education Step in Certemy, and I can add the CE Marketplace. I will update a sliding scale for CEU requirements based on proration and the cultural competency CEUs. Certemy has added disciplinary actions to the public registry, so we have updated that on our licensees that have Board actions. I will continue to update the website to direct licensees to interact with the licensure portal. I will also continue to work on manuals needed for the Board office.

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

- Henna: Since the Board rejected the consent decree at the last meeting, I have sent the revisions to the respondent, but we should be prepared for a hearing in February.
- Joelle: Henna, how many days should we expect?
- Henna: I would expect one day would be fine.

17. Discussion regarding future agenda items and possible future meeting dates

- Steve: I would prefer not to meet in January so we are looking at a February date. The third Friday would be the 17th. Any conflicts that you know of now?
- No discussion.

18. Board member comments

- Sheldon: I wanted to say how much I enjoy working with this Board. Happy holidays!

19. Public comment

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- No public comment.

20. Adjournment

- Meeting adjourned at 10:21 AM.

Meeting agendas are available for download at the Nevada State Board of Marriage Family Therapists & Clinical Professional Counselors website: <http://marriage.nv.gov>. Anyone who needs the agenda or supporting materials for this meeting is invited to call or email Joelle McNutt at (702) 486-7388 or mftbd2@mftbd.nv.gov. The agenda and supporting materials may be provided by email or can be arranged to be picked up in person. This agenda has been sent to all members of the Board and other interested persons who have requested an agenda from the Board. Persons who wish to continue to receive an agenda and notice should make a formal request to Joelle McNutt at mftbd2@mftbd.nv.gov.

We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Joelle McNutt at (702) 486-7388 or mftbd2@mftbd.nv.gov no later than 48 hours prior to the meeting. Requests for special arrangements made after this time frame cannot be guaranteed.

THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED IN THE FOLLOWING PUBLIC LOCATIONS AND WEB SITES:

State of Nevada Administrative Website: <https://notice.nv.gov/>

State of Nevada Board of Examiners for Marriage & Family Therapists and Clinical Professional Counselors: 7324 W. Cheyenne Ave. Suite #10 Las Vegas, Nevada 89129

State of Nevada Board of Examiners for Marriage & Family Therapists and Clinical Professional Counselors Website: <https://marriage.nv.gov/>