

**PUBLIC NOTICE OF A MEETING FOR
STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS**

DATE OF MEETING: Friday, June 2, 2023 Time: 8:00 a.m.

The meeting of the State of Nevada Board of Psychological Examiners (Board) will be conducted and may be attended through a remote technology system (video- or teleconference). To participate remotely, individuals are invited to enter the meeting from the Zoom website at: <https://us06web.zoom.us/j/81641592007>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID:

816 4159 2007. The meeting may also be attended at the physical location of the Board Office at 4600 Kietzke Lane, Suite B-116, Reno, Nevada, 89502. (The Board office recommends that individuals unfamiliar with ZOOM should visit the website in advance to familiarize themselves with the format by viewing the online tutorials and reading the FAQs. To learn more about Zoom, go to <https://zoom.us/>.)

The Board will accept public comment via email. Those wishing to make public comment should email their public comments to the Board office at nbop@govmail.state.nv.us. Written public comments must be received prior to the start of the meeting and will be forwarded to the Board for their consideration. Public comments will be included in the public record (meeting minutes) but will not necessarily be read aloud during the meeting. In compliance with Nevada Revised Statutes (NRS) Chapter 241 (Open Meeting Law), the Board is precluded from taking action on items raised by public comment which are not already on the agenda.

The Board may take items out of order, combine items for consideration, and items may be pulled or removed from the agenda at any time. Public comment will be taken at the beginning and end of the meeting. The public may provide comment on any matter whether or not that matter is a specific topic on the agenda. However, prior to the commencement and conclusion of a contested case or quasi-judicial proceeding that may affect the due process rights of an individual, the Board may refuse to consider public comment on that item. (NRS 233B.126) Public comment that is willfully disruptive is prohibited, and individuals who willfully disrupt the meeting may be removed from the meeting. (NRS 241.030(5)(b)). The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person (NRS 241.030). Once all items on the agenda are completed, the meeting will adjourn.

AGENDA

1. Call To Order/Roll Call to Determine the Presence of a Quorum.

2. Public Comment. Note: Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Board President. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Board President may allow additional time to be given a speaker as time allows and in their sole discretion. Comments will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken (NRS 241.020).

3. Minutes. (For Possible Action) Discussion and Possible Approval of the Minutes of the Regular Meeting of the State of Nevada Board of Psychological Examiners on May 12, 2023.

4. Financials

- A. (For Possible Action) Discussion and Possible Action to Approve Recommended Changes to the Fiscal Year 2023 Budget.
- B. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2023 (July 1, 2022, Through June 30, 2023).
- C. (For Possible Action) Discussion and Possible Action to Approve the Proposed Budget for Fiscal Year 2024.

5. Legislative Update

- A. (For Possible Action) Report, Discussion and Possible Action on Legislative Activities, including the work of Interim Committees, the 2023 Session of the Nevada Legislature, and any position the Board may take on Bills and Bill Draft Requests that the Board is tracking, following, or that may impact the Board and its Operations.
- B. (For Possible Action) Discussion and Possible Action on the Proposed Revision of Nevada Revised Statutes (NRS) 641.390, Representation or Practice Without License or Registration Prohibited, during the 2023 Session of the Nevada State Legislature.

6. Board Needs and Operations

- A. (For Possible Action) Discussion and Possible Action to Select Officers for the State of Nevada Board of Psychological Examiners for a One-Year Term from July 1, 2023, through June 30, 2024, from the Current Board Membership: Monique Abarca, Lorraine Benuto, Soseh Esmaeili, Stephanie Holland, Catherine Pearson, Whitney Owens, and Stephanie Woodard. Officers to be Selected may Include President, Secretary/Treasurer, Continuing Education Review Officer, Non-Resident Consultant Application Review Officer, and Exam Officer.
- B. (For Possible Action) Discussion and Possible Action to Select the Membership of the Application Tracking Equivalency and Mobility (ATEAM) Committee for a One Year Term from July 1, 2023, through June 30, 2024, from the Current Board Membership: Monique Abarca, Lorraine Benuto, Soseh Esmaeili, Stephanie Holland, Catherine Pearson, Whitney Owens, and Stephanie Woodard. Current Members of the ATEAM Committee are Soseh Esmaeili, Stephanie Holland, and Catherine Pearson.
- C. (For Possible Action) Discussion and Possible Action to Renew Dr. Gary Lenkeit as the Nevada PsyPact Commissioner for a One-Year Term Beginning July 1, 2023 and Ending June 30, 2024; or Announce the Position as Open to the Licensed Psychologists in the State of Nevada for Selection by the Board at a Future Meeting.
- D. Report from the Nevada Psychological Association.
- E. Report From the Executive Director on Board Office Operations.

7. (For Possible Action) Discussion, and Possible Action on Pending Consumer Complaints:

- A. Complaint #19-0626
- B. Complaint #22-0930
- C. Complaint #23-0303

8. (For Possible Action) Review and Possible Action on Applications for Licensure as a Psychologist or Registration as a Psychological Assistant, Intern or Trainee. The Board May Convene in Closed Session to Receive Information Regarding Applicants, Which May Involve Considering the

Character, Alleged Misconduct, Professional Competence or Physical or Mental Health of the Applicant (NRS 241.030). All Deliberation and Action Will Occur in an Open Session. *Note: Applicant names are listed on the agenda to allow the Board to discuss applicants when necessary to move the applicant through the licensure process. The listing of an applicant's name on the agenda indicates only that an application for licensure/registration has been received. It does not mean that the application has been approved or that the applicant must appear at the meeting in order for the applicant's application to move forward through the licensure process. If an applicant needs to attend the meeting for the Board to take action, the applicant will be notified in writing prior to the meeting. Please, direct questions or comments regarding licensure applications to the Board office.*

- A. (For Possible Action) Discussion and Possible Action to Approve Dr. Kelly Thomas's Application for Licensure.
- B. (For Possible Action) Discussion and Possible Action to Approve Dr. Lindsay Wray's Application for Licensure.
- C. (For Possible Action) Discussion and Possible Action to Approve the Request of Candis Carswell-Mitchell to Extend her Registration as a Psychological Assistant.
- D. (For Possible Action) Discussion and Possible Action on:
 - the Request for Psychological Assistant Tracy Basile to be supervised by Dr. Christopher Shewbarran (PY1022), a licensed Psychologist who has had supervised supervision and supervision coursework, but who has been licensed for less than three years.
 - Granting Dr. Soseh Esmaeili an Exception to the Number of Supervisees she can Supervise in Order to be Able to Supervise Psychological Assistant Tracy Basile.

PSYCHOLOGISTS

Robert Antonacci	Candy Crawford	Judy Fluor Runels	Billie Ivra
Ashley Arcoleo (Wilkins)	Pegeen Cronin	Stephen Francis	Saira Jhorn
Erick Arguello	Edward De Anda	Gila Frank	Lori Johnson
Quintin Bailey	Nicola De Paul	Maiken Gale	Samantha Johnson
John Barona	Roman Dietrich	Matthew Gibbons	Natalie Jones
Kimberly Bergman	Adrienne DiFabio	Dov Gold	Ta Tanisha Jones
Sarah Brennan	Mark Dillon	Nancy Grau	William Kaiser
RaeLynn Brister	Mary Dinerman	Peter Grover	Carolynne Karr
Corby Bulp	Christopher Estep	Dehnad Hakimi	Patricia Keeler
Colleen Character	Kathleen Fahrner	Nathan Hale	Daphne Kendricks
Si Arthur Chen	Allison Faris	Alexia Holovatyk	Christine Kim
Filippo Cieri	Nichole Flowers	Alberto Ibarra	Donald Kincaid

John King
Ashley Kirby-Ward
Sandra Kubicki
Laura LaPiana
Timothy Law
George Lazo
Rose Leung
Karen Levine
George Lough
Vanessa Ma
Debra Maddox
Viola Mejia
Kimberly Miller
Samuel Montano

Caitlin Moore
Patrick Murphy
Jonine Nazar-Biesman
Ana Ochoa
Ariel Ogilvie-McSweeney
Akira Olsen
Brian Olsen
Stephanie Orbon
Jessica Patel
Kathryn Pesch
Rachel Powers
Norma Ramirez-Miranda
Kilynda Ray
Tatsiana Razzhavaikina

Ellen Rechberger
Lisa Rhee
Vincent Rodriguez
Keri Ross
Shelly Sheinbein
David Shoup
Nancy Small
DeAnn Smetana
Michael Stein
Melissa Stolsig
Tony Strickland
LaTanya Takla
Jessica Taverniti
Kelly Thomas

Donna Truong
John Tsanadis
Michael Villanueva
Ann Watters
Justine Weber
Jessica Weis
Michael Whitman
Jennifer Wilcox
Michele Wilkens
Stephen Winston
Christine Winter
Jamie Wong
Lindsay Wray

PSYCHOLOGICAL ASSISTANTS

Ines Acevedo
Jeffrey Aguiar
Sonakshi Arora
Tracy Basile
Ramy Bassioni
Dallas Boyce
Andrew Buchanan
Tyler Camaione
Candis Carswell
Christina Cendejas
Taylor Chille
Kara Christensen

Tasman Cleaver
Jessica Crellin
Kaleb Cusack
Emerson Epstein
Evan Fertel
Jacqueline Friar
Milagro Gonzalez
Kimberly Gray
Jennifer Grimes-Vawters
Joseph Henrich
Akiko Hinds
Bernadette Hinojos
Kelly Humphries

Ashley Key
Richelle Konczak
Dorota Krotkiewicz
Laura Litynski
Alexandra Miguel
Luzviminda Morrow
Leilani Puentes
Jacquelyn Rinaldi
Shannon Rojas
Farnaz Samavi
Daniela Sandelin
Sharon Simington

Krystal Smith
Lydia Stevenson
Holly Summers
Heather Thompson
Christine Vaughan
Amanda Wallick
Nathaniel Wilkins
Amanda Zayas

PSYCHOLOGICAL INTERNS

Lorraine Apodaca
Shannon Colon
Mario De Souza
Michelle Gaston
Michelle Harden

Shanel Harris
Tiffany Hunter
Jeanine Johnson
Shalini Kabeer
Kayla Kaiser

Erica Marino
Coreen Schwartz
Ruby Sharma
Jasmin Smith
Barbara Sommer

Megan Tedrow
Candice Thomas
Rachel Wiggins
Toi Williams

PSYCHOLOGICAL TRAINEES

Marissa Alvarez
Vanni Arcaina
Glenn Blessington
Dominique Cheung
Adaeze Chike-Okoli
Aimee D'Errico
Erin Dunn
Jacqueline Eddy
Kinsey Ellis

Kayla Fobian
Leila Gail
Paola Betancourt
Grace Goodwin
Jaquelin Green
Madison Hurley
Bianca Islas
Todd Jennings
Jessica Jensen

Cynthia Johnston
Demi Kourtesi
Lee Haeun
Suzette Lynch
Nicole Martinez
Michael McNamara
Sara Moore
Amanda Mraz
Ananda Peixoto-Couto

Jason Sadora
Shannon Sagert
Christine Salva
Mary Smirnova
Heather Thompson
Teresa Walker
Bailey Way
Jessica Woodyatt

- 9. (For Possible Action) Discussion and Possible Action on the May 31, 2023, meeting of the Ad Hoc Committee to Consider the Registration of Supervisors of Psychological Assistants, Psychological Interns, and Psychological Trainees.**

- 10. (For Possible Action) Discussion and Possible Action on Dr. Sheila Young's Proposal for a More Formal Process for Disciplinary Supervision.**

- 11. (For Possible Action) Discussion and Possible Action on Dr. Gary Lenkeit's Proposed Addendum to the Board's Complaint and Disciplinary Policy regarding Court Ordered Evaluations and Court Ordered Psychological Services.**

- 12. (For Possible Action) Discussion and Possible Action on Dr. Sheila Young's Report from the ASPPB's April 2023 Mid-Year Meeting in Denver, CO.**

- 13. (For Possible Action) Schedule of Future Board Meetings, Hearings, and Workshops. The Board May Discuss and Decide Future Meeting Dates, Hearing Dates, and Workshop Dates**
 - A. The next regularly scheduled meeting of the Nevada Board of Psychological Examiners is Friday, July 14, 2023, at 8:00 a.m.

- 14. Requests for Future Board Meeting Agenda Items (No Discussion Among the Members will Take Place on this Item)**

- 15. Public Comment** - Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Board President. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Board President may allow additional time to be given a speaker as time allows and in his sole discretion. Comments will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken (NRS 241.020)

16. (For Possible Action) Adjournment

The Board may recess for lunch for approximately one hour, at a time to be determined.

The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to participate in the meeting. If such arrangements are necessary, please contact the board office at (775) 688-1268 no later than 4 p.m. on Thursday, June 1, 2023.

For supporting materials, visit the Board's website at <http://psyexam.nv.gov/Board/> or contact the Board office by telephone (775-688-1268), e-mail (nbop@govmail.state.nv.us), or in writing at Board of Psychological Examiners, 4600 Kietzke Lane, Suite B-116, Reno, Nevada 89502.

In accordance with NRS 241.020, this public meeting notice was properly posted at or before 9 a.m. on Tuesday, May 30, 2023, at the following locations:

- Board office located at 4600 Kietzke Lane, Bldg. B-116, Reno;
- Nevada Public Notice website: <https://notice.nv.gov/>; and
- Board's website at https://psyexam.nv.gov/Board/2023/2023_BOARD_MEETINGS/.

In addition, this public meeting notice has been sent to all persons on the Board's meeting notice list, pursuant to NRS 241.020(3)(c).

**PUBLIC NOTICE OF A MEETING FOR
STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS**

May 12, 2023

1. Call To Order/Roll Call to Determine the Presence of a Quorum.

Call to Order: Board President Whitney Owens called to order the meeting of the State of Nevada Board of Psychological Examiners at 8:00 a.m.

Roll Call: Board President Whitney Owens and Board members Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland were present. Secretary Treasurer Stephanie Woodard and Board member Catherine Pearson were absent. Despite the member absences, the Board had a quorum.

Present also was Deputy Attorney General (DAG) Harry Ward, Board Investigator Dr. Gary Lenkeit, and the Board's executive director Laura Arnold, as well as Dr. Dorothy Parriott, a member of the public.

2. Public Comment. Note: Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Board President. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Board President may allow additional time to be given a speaker as time allows and in their sole discretion. Comments will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken (NRS 241.020).

There was no public comment at this time.

3. (For Possible Action) Workshop to Solicit Comments on a Proposed Regulation (See Attachment A); and Possible Action to Forward the Proposed Regulation to a Hearing at a Future Meeting of the Nevada Board of Psychological Examiners in Accordance with NRS Chapter 233B.

President Owens asked DAG Ward if the Board had to call the Workshop to Order. DAG Ward affirmed, saying he would move into the workshop and open it up briefly again for public comment before the workshop and public comment after the workshop closes.

Dr. Owens called the public workshop to order. She asked DAG Ward if she needed to call roll again, to which DAG Ward said no.

Dr. Owens called for any public comment on the proposed regulation changes pursuant to NRS 233B. There was no public comment at this time.

Dr. Owens explained that this agenda item is a response to the Governor's executive order for the Board to review its regulations and see if it can remove regulations that are not needed. She said that after the Board's last meeting, the Board agreed that it would be open to removing the language from its regulations that

- involved Behavior Analysts, and
- requires firms, partnerships, and corporations to register with the Board of Psychological Examiners.

As to the latter, Dr. Owens explained that the Board does not use that regulation and does not need to be in the business of registering businesses because there are State entities that regulate licenses of businesses.

Dr. Owens opened the floor for discussion and conversation, in response to which there was none.

Dr. Owens inquired with DAG Ward whether the Board needed to have a motion to move it to a hearing. DAG Ward said there did not need to be a motion to do anything of that nature. He went on to explain that what the Board is doing is very similar to when it enacts or put the public on notice that it wants to enact a regulation, but in this case the Board is deregulating, so it has to do the same thing. DAG Ward said the Board has the authority to say there are no motions or public comment, or if there is public comment, to consider it, and set it for a motion date. Dr. Owens asked DAG Ward if we need to set it for a hearing date. DAG Ward affirmed, but stated that it is a gray area because the Governor's office may not approve the Board's suggestions, so the Board may still have to jump through the hoops.

Director Arnold added that she believes the Board still has to hear from the LCB because it submitted the proposed regulation changes to the LCB, and it was her understanding that the Board is supposed to get LCB feedback before it can hold the hearing so that the LCB feedback is included in what is heard. DAG Ward confirmed that the Board is doing what it is supposed to be doing. He said the Board may be getting guidance from LCB and the Board may have to make revisions, but it is on schedule and doing everything correctly.

Seeing no public comment, Dr. Owens closed the workshop.

4. Minutes. (For Possible Action) Discussion and Possible Approval of the Minutes of the Regular Meeting of the State of Nevada Board of Psychological Examiners on April 7, 2023.

The Board had no changes or revisions to the proposed April 7, 2023, meeting minutes. Dr. Stephanie Holland said she approved the meeting minutes only as to form, not content, as she was absent from the April 7, 2023, meeting.

On Motion by Lorraine Benuto, second by Soseh Esmaeili, the Nevada State Board of Psychological Examiners approved the Minutes of its April 7, 2023, Meeting. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.) Motion Carried, with Dr. Holland's approval as to form not content noted: 5-0.

5. Financials

A. (For Possible Action) Discussion and Possible Action to Approve Recommended Changes to the Fiscal Year 2023 Budget.

Director Arnold stated she did not have any changes to the budget as it was reviewed and approved in February 2023. She said that as of the end of April, the Board continues to outpace the budgeted revenue, and remains on par with or below the budgeted expenditures. She said that she will continue to focus on the proposed budget for fiscal year 2024, which she would address in Agenda Item 5c.

B. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2023 (July 1, 2022, Through June 30, 2023).

Director Arnold stated that as of April 30, 2023, the checking account balance was \$399,676.06, and that the Board is still operating on the \$170,959.93 of the deferred revenue primarily from renewals that the previous executive director addressed in February's meeting. She said nothing has changed regarding the next expected allocations from the deferred revenue from renewals for the next biennium quarters. She also stated that the savings account balance was \$105,038.38.

Director Arnold reiterated that the Board's expenditures generally remain on par or below their budgeted amount, and noted that almost all line items remain under budget. She said that, being five-sixths of the way through the fiscal year, revenues

are at almost 109% of the expected monies for this fiscal year, and total expenses are at about 81% of what has been budgeted.

Dr. Owens noted that the executive director met with Dr. Woodard the previous day and that Dr. Woodard had reviewed everything that the executive director has prepared for the Board's finances and said that she is incredibly impressed and feels very good about the executive director's ability to come up to speed on the Board's budget and financials and feels like the Board is in really good shape.

Director Arnold stated that in order to better understand this Board's finances and the information on which its budget is based, she first went through and plotted each transaction of FY 2023 to date, an exercise that not only helped provide her a clear picture of the money that comes in and goes out, but also provided a deeper understanding of the various QuickBooks reports.

Director Arnold said she then created a visual flow chart of how the Board's deferred revenue, as it is defined in the Board's Budget Policy, gets cast into and through the biennium quarters that follow the Board's receipt of it. Director Arnold explained that the cells on the chart highlighted on the chart in bright yellow show where in time the Board is, which is in FY2023 and the 2023-2024 biennium – more specifically, the last half of FY2023, and the first quarter of the 2023-2024 biennium. She said the larger boxes that identify the funds that are being distributed are placed where in the timeline they were or will be received.

Director Arnold stated that the visual flow chart helped create the basis on which she created the Board's proposed FY2024 budget. Dr. Owens gave the Board members a moment to review the flow chart and pose any questions they may have. Dr. Holland thanked the executive director for creating that visual and stated how helpful it is. The executive director further highlighted aspects of the flow chart as it related to funds received in the last biennium quarter that are, by definition, not deferred revenue, so they are monies that can be used at that time. Dr. Owens thanked the executive director for putting the flow chart together.

The executive director went on to explain that the numbers that are represented in the deferred revenue flow chart equate to the deferred revenue that is identified in the proposed budget. In both the flow chart and the budget spreadsheet, some of the numbers that are projected out are more placeholders at this point and, through the next couple of months, will be adjusted to reflect what can be expected based on the numbers that close out FY2023.

In addressing the budget spreadsheet, Director Arnold explained that the current budget – the budget that was initially approved last year and amended throughout the year – is in the left column. To the right of that is the Board's income and expenditures

for FY 2023, both actual and projected. As it currently stands, the Board may expect to have about \$26,000 left over.

Director Arnold went on to state that the columns to the far right are the 2023-2024 biennium quarters. She said the first column is the current quarter, the two columns in green are quarters 2 and 3 of the biennium and also FY2024. The last column in gray is the 4th biennium quarter and will be the first half of FY2025.

Director Arnold explained that in preparing the spreadsheet for the proposed budget, she rearranged the format a little from the format that had previously been used, and that change came from having gone through and plotted every transaction from FY2023 to date. She said also made a change in reference to how the fees that are attached to deferred income are accounted for. Specifically, the deferred revenue that had previously been projected through the current biennium (~ \$83,000 per biennium quarter) is $\frac{1}{4}$ of the total gross amount of revenue that is identified as deferred revenue, meaning the renewal amount plus the PayPal fees that licensees paid for those who paid with PayPal. Those PayPal fees were then accounted for as an expense in the FY2023 budget. Rather than intensify those PayPal fees in the Fiscal Year Budget, Director Arnold said she accounted for them in relation to the deferred income distribution, which means the PayPal fees that were attendant to renewal fees were deducted from the deferred revenue, where they were charged, and distributed along with that deferred renewal income. As a result, the net deferred revenue is cast through the biennium quarters, leaving the only PayPal fees being accounted for in the fiscal year budget being those that are charged to application and other fees that are not deferred revenue.

Dr. Owens appreciated the work toward accuracy and for the Board to accurately plan.

On Motion by Stephanie Holland, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved the Treasurer's Report for Fiscal Year 2023. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaili, and Stephanie Holland.) Motion Carried: 5-0.

C. (For Possible Action) Discussion and Possible Action to Approve the Proposed Budget for Fiscal Year 2024.

Dr. Owens asked if the Board needed to approve the FY 2024 budget, to which the executive director said no. Director Arnold explained that she just wanted to show where she is with it right now, and that spreadsheet is what she is working on for the FY2024 budget. She said that because there are still a couple of months remaining in FY 2023, the proposed FY2024 budget numbers will tighten up as FY2023 comes to a close. Director Arnold projected the Board's budget to be in good shape in terms of being balanced, and explained that the budgeted column comes from the two green

columns in the previous spreadsheet – they are combined to be the proposed budget for the entire FY2024. She said just wanted to have an illustration of what the Board could expect to see going forward.

D. (For Possible Action) Discussion and Possible Action to Approve the purchase of a new computer for the Board Office.

Dr. Owens stated that the Board Office needs a new computer. She said it has been a long time since it has had a new computer, and the last time she was at the Board office 3 years ago, she thought it needed a new computer then. She highlighted the two quotes the Board had been given, one for about \$1,400 and the other for about \$1,550, the latter has better specifications and is a bit of a better machine. Dr. Owens said the executive director is asking to purchase the higher-priced computer, and asked for a motion to approve the purchase of the computer in the amount of \$1,556.86, plus what is required for a Microsoft license.

Director Arnold interjected to note where the purchase of the computer was accounted for in the current budget. Dr. Holland said it looks like it is under budget. Director Arnold clarified that it is actually over budget for that line item, but there is enough in the budget to absorb that. She asked about the \$150 extra for the better machine, stating she assumed it increases efficiency and speed. Director Arnold said she assumes so as well, but does not know that much about computers, so she deferred to the representative with whom she was dealing to recommend what he thought is best for the Board's needs. Because it is only \$150 difference, she thought to go with the better specifications.

On Motion by Monique Abarca, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved the Purchase of a New Computer for the Board Office in the Amount of \$1,556.86 plus the Cost of a Microsoft License. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaili, and Stephanie Holland.) Motion Carried: 5-0.

E. (For Possible Action) Discussion and Possible Action to Approve hiring a Part-Time employee for the Board Office.

Dr. Owens stated that the executive director needs an assistant. She explained that one of the things that the Board has been working toward for a while is having a solid executive director, and by that she means an executive director, not just someone who is handling the day to day paperwork and incoming calls. She said that Director Arnold has a lot of expertise and talent that is untapped given a lot of the strains of doing the day to day tasks.

Dr. Owens went on to explain that previous executive director Lisa Scurry had included a part time employee in the Board's projected budget. She said those who have been around for a while will remember that the executive director two executive directors ago had an assistant, but that when we Lisa joined the Board, they did not have a part time assistant. It was one of the challenges the previous executive director faced in terms of not having an assistant and working quite a bit over what they would have liked for her to work.

In explaining the numbers and what it would look like, Director Arnold stated that the projected numbers for an assistant had already been in the projected budget that the previous executive director had prepared and that was discussed in the Board's February meeting. She said the budget was amended in February to add money for an assistant for the last part of FY 2023, and the numbers for part time assistant projected into FY2024 are based on \$15/hour for 20 hours a week. Director Arnold proposed flipping those numbers so that there is no impact to the Board and the Board's finances, but so that the Board is able to offer someone \$20 for 15 hours a week to better attract the teammate she would like to have. She said she is not just looking for someone with clerical skills. Rather, she wants someone who can share in the bigger picture, the longer term, and her vision for the office. Director Arnold stated that there are not many jobs that pay \$15/hour, and that offering \$20/hour for less time would attract a higher quality candidate and someone that can share what she wants to do going forward. With that, she proposed a change to the HR policy to reflect the proposed rate/hour change.

Dr. Lenkeit commented that he thought it should remain 20 hours a week at \$20/hour. He thought 15 hours a week is enough to do a little bit, but with those extra five hours, it would mean 4 hours a day five days a week and that would make a big difference.

Director Arnold said her thought on that was this person would not necessarily need to be at the office doing the work every day, even three days a week for five hours would be fine with her.

Dr. Lenkeit said there should be the flexibility to go to the 20 hours a week. Dr. Owens said she heard Dr. Lenkeit to say if the Board were to allow the executive director to hire part time staff for \$20/hour for up to 20 hours a week, the executive director could have the discretion to have someone there 3 days a week for 5 hours, but if there is more work to do, she could increase those hours up to 20 hours. Dr. Lenkeit said he thinks that flexibility is necessary. Dr. Owens said that gives the executive director more discretion if she is finding there are more tasks that she can give this person to do that would allow her to do some of the more executive directing.

DAG Ward stated that he agreed with the flexibility. He said the previous executive director worked really hard for him during litigation in obtaining discovery and things of

that nature. In the event there is additional litigation, the Board needs that flexibility and more hours.

On Motion by Stephanie Holland, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved the Executive Director's Request to hire an Executive Assistant for the Board Office for up to 20 hours per week at \$20/hour along with the changes to the Staff Pay Schedule for the Executive Assistant in the Board's Human Resources Policy. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.) Motion Carried: 5-0.

Dr. Owens explained that historically the executive director and the Board president have hired the executive assistant, so she and the executive director will chat in the coming weeks and give the Board an update and report during the June meeting.

6. Legislative Update

- A. (For Possible Action) Report, Discussion and Possible Action on Legislative Activities, including the work of Interim Committees, the 2023 Session of the Nevada Legislature, and any position the Board may take on Bills and Bill Draft Requests that the Board is tracking, following, or that may impact the Board and its Operations.

Dr. Owens stated that a lot has been happening on the legislative end, and there have been ups and downs. She said that Senator Orentlicher included some separate language in AB198, which is the unified telehealth act the Board was concerned about. Dr. Lenkeit explained that the Board submitted language to Senator Orentlicher that was from 641.1702, which basically says that anyone doing telehealth in this state would have to meet the requirements for licensure in this state, and which the Board thought was reasonable. Dr. Owens said that Senator Orentlicher did not like that language and threw the Board under the bus a bit by stating that it was being obstructionistic to more people coming to the profession. However, the assembly decided to throw out the universal telehealth act language in the bill. Dr. Owens explained that there was other language in the bill regarding another profession, one not related to psychology, about its licensing and that was what is passing through, but the unified telehealth act has been excluded.

Dr. Owens stated that the Board is also monitoring SB150, which would provide provisional licenses to Psychological Assistants, Psychological Interns, and Psychological Trainees that would essentially allow for them to get paneled with insurance companies. She said that bill failed the deadline, but there is some talk about it being attached to AB236, which is the Board's bill and about which there will need to be some conversation regarding whether that is prudent.

Director Arnold added that there was a change made to AB219, which was the bill that was going to require board members to meet in person 25% of the time. She said there had been a lot of opposition to that portion of the bill, and that language has now been amended to state that a public body cannot meet via remote technology to consider a contested case or address a regulation unless there is a physical location where the public can participate. When that occurs, the public body is required to provide clear and concise instructions to the public to call in, including a telephone number or a meeting identification number. The language that is moving forward is completely different than what was in the bill when it was introduced.

- B. (For Possible Action) Discussion and Possible Action on the Proposed Revision of Nevada Revised Statutes (NRS) 641.390, Representation or Practice Without License or Registration Prohibited, during the 2023 Session of the Nevada State Legislature.

Dr. Owens stated that AB 236, which is the Board's bill, has passed through the assembly and the senate without any fanfare, which has been lovely compared to the Board's bill 2 years ago, when it got a little more heated. The bill will be ready for the Governor's office, and it will hopefully keep moving. Dr. Owens said that any questions about the bill during testimony were just making sure that those who are licensed are still able to represent their license and it does not preclude that. Separately, Dr. Owens said she has been working with the Department of Corrections and the Department of Human Resource Management to change the language for the class specifications for what was formerly known as psychologists and they are changing the language, proposing the language of corrections counselor. Those in the Department of Corrections will no longer be called a psychologist unless they are actually a psychologist. Dr. Owens noted the really good work by the Board and all who have been a part of the conversation and process. She said it was quite significant what the Board has done.

On another note, Dr. Owens stated that the Board's lobbyist is currently hospitalized, and if anyone knows her or has contact with her, she encouraged them to reach and give well wishes. Until she returns, she and the executive director at the helm in terms of the legislative session.

7. Board Needs and Operations

- A. Report from the Nevada Psychological Association.

[This item was taken out of order]

After Dr. Lauren Chapple-Love joined the meeting, Dr. Owens returned to this agenda item for the Nevada Psychological Association's (NPA) report.

Dr. Chapple-Love, past president for the NPA, first noted the NPA's transition by which Dr. Claudia Mejia is the current president and Dr. Christopher Shewbarran is the upcoming president and will begin his term in May 2024. She went on to state that the NPA just had their strategic planning meeting and its annual conference, and that much of the NPA's work at this point is around the Legislative session. In particular, she said that the NPA is looking at AB244, which concerns forensic evaluation and testing. Dr. Chapple-Love explained that the NPA has an amazing working relationship with Assemblywoman Torres, who put forth that bill and has been very open to NPA's amendments and feedback intended to create some protections around forensic evaluations. She also said that the language of the bill that is going to the senate floor the following week is going to allow for, i.e., a participant in testing to bring an observer of his or her choosing, an interpreter of his or her choosing, as well as potentially punitive measures for psychologists relating to forensic evaluations in which the psychologist did not allow person being evaluated to bring in an observer or interpreter of his or her choosing. On the latter part of that, the psychologist could get hit on the ethics side from the Board but also with fines and damages up to \$1,500 per incident. Dr. Chapple-Love stated that the NPA is working pretty diligently on that piece of legislation and is hoping for support, as they are very concerned about it.

Dr. Owens stated that the Board would take a look at the bill. She said that it is probably one that is on the Board's list, but not one that the Board has been watching closely. She indicated that the Board would take a look and see if it wants to add any comment to it.

Dr. Chapple-Love stated that the bill has been a bit of a sleeper, as it went through the assembly already. She said she testified in opposition to it. She also said that there was an amendment that added a few cut-out type of evaluations, to and including custody evaluations and competency evaluations and those related to DFS. She indicated that it is alarming, to say the least, for instance in gender affirming care evaluations, she believed the current language is so vague and broad that it includes any type of evaluation that is compelled, whatever that means.

B. Report From the Executive Director on Board Office Operations.

[This item was taken out of order]

Dr. Owens reminded the Board that it would be having elections during the June meeting. She said that Dr. Woodard would be stepping down from her position as Secretary/Treasurer, but would like to remain on the Board. Dr. Owens further explained that Dr. Woodard's position is up for renewal and she would like to join the Board for 4 more years, but the responsibility of the treasurer position along with her service on the ATEAM is a lot given some of the circumstances she and her family are going through right now. Dr. Owens stated that she would like for the Board members to consider the treasurer's position. She said that as the Board could see from the

executive director's financial reports, she is doing an excellent job in terms of the Board's finances, and if anyone has ever wanted to take on the treasurer's position, now is the time because things are really nice and clean. She stated that the treasurer is there for checks and balances, and historically Dr. Woodard has met with the executive director the week of the board meeting to review the finances and have those checks and balances, and then quarterly with the executive and bookkeeper to further have that checks and balances and make sure everything is nice and clean. Dr. Owens said that the Board has come a long way in the past few years in terms of our financial reporting and the cleanliness and clarity of it, and again stated that it is probably one of the easiest times in the history of the Board to be the treasurer based on the work that has been done.

Dr. Owens also stated that her term on the Board will end in 2024, and asked that someone to be willing to step up and shadow for the presidency. She said what she imagines is best for that is a willingness to meet with her and the executive director once a month over the next year to get up to speed on what is happening throughout the year in terms of what the executive works and focuses on throughout the year and so that there is a good sense of that for whoever takes the helm in 2024.

In reviewing the office statistics, the executive director stated that April was not the busiest month, but not the slowest either. The bulk of the activity was in psychologist licensing and applications, continuing education applications, and a lot of state exams going on through the next couple of months.

8. (For Possible Action) Discussion, and Possible Action on Pending Consumer Complaints:

Director Arnold stated that she met with Dr. Young and Dr. Lenkeit earlier in the week and they went over the status of the pending complaints. She deferred to Dr. Young, Dr. Lenkeit, and Mr. Ward to update the Board specifically on the complaints listed on the agenda.

A. Complaint #19-0626

DAG Ward stated that there was some movement toward settlement in the very near future on Complaint #19-0626.

Prior to giving her report on Complaint #23-0315, Dr. Young advised DAG Ward that she has been in contact with the respondent in the case related to his one and she will be meeting with him over the weekend to select an appropriate continuing education course.

B. Complaint #22-0804

There was no discussion on this complaint.

C. Complaint #22-0930

Dr. Lenkeit gave a brief update on this case on Complaint #22-0930, on which he had reported during the Board's last meeting. He stated the resolution is that the respondent is either going to take some continuing education in ethics or would get a supervisor for a designated period of time, and that of those options, the psychologist has chosen to get a supervisor. Dr. Lenkeit said that the psychologist has tried to make contact with someone she really wants as her supervisor and is getting nowhere, so she is realizing she is going to have to move on to her next choice. As a result, the complaint is not yet resolved, but he said he expects it to be resolved by the next meeting, as soon as she finds a supervisor.

D. Complaint #23-0303

[This item was taken of order]

DAG Ward stated he sent the respondent a cease and desist letter and has spoken with her numerous times. He said he is in the process of getting the respondent some information so she can make a formal response. In her initial response to him, the respondent said she has never done any diagnosis, but that she just treats. DAG Ward said that will obviously be her position, but he wants her to prove that. The respondent has stated that she would make sure that she has some of the records and will get them to him.

E. Complaint #23-0315

Dr. Young gave her report on Complaint #23-0315, as follows:

The Allegations in the complaint are that the psychologist identified was doing therapy with a child in a very contentious divorce case and let the parties know from the outset that she would not be getting involved in that case because she was there for the child. The complainant, who is one of the child's parents, said the psychologist wrote a letter to Child Protective Services based on having only one meeting with this parent, and at that time told the parent that she was not going to be involved in the family court case. The complainant states that by informing Child Protective Services of reports of abusive conduct, the psychologist has gotten involved in the family court case.

Psychologists are legally and ethically responsible for reporting such things to Child Protective Services. The respondent was not reporting to the Court or stepping out of line that way, but was complying with her responsibilities in reporting to Child Protective Services and not reporting to the Court. The Complaint is not supported by the evidence. The psychologist is a mandated reporter of any information pertaining to child abuse, and those reports are made to Child Protective Services. The action is separate and distinctly different than submitting a report to the family court in a custody matter. As a result, Dr. Young sought to dismiss the complaint.

On Motion by Stephanie Holland, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners dismissed Complaint #23-0315. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.) Motion Carried: 5-0.

Dr. Owens thanked DAG Ward, Dr. Young, and Dr. Lenkeit for their hard work on getting the complaints list down. Dr. Lenkeit added the executive director to that list because she had been instrumental in getting the meetings scheduled and her input has been very important.

9. (For Possible Action) Review and Possible Action on Applications for Licensure as a Psychologist or Registration as a Psychological Assistant, Intern or Trainee. The Board May Convene in Closed Session to Receive Information Regarding Applicants, Which May Involve Considering the Character, Alleged Misconduct, Professional Competence or Physical or Mental Health of the Applicant (NRS 241.030). All Deliberation and Action Will Occur in an Open Session. *Note: Applicant names are listed on the agenda to allow the Board to discuss applicants when necessary to move the applicant through the licensure process. The listing of an applicant's name on the agenda indicates only that an application for licensure/registration has been received. It does not mean that the application has been approved or that the applicant must appear at the meeting in order for the applicant's application to move forward through the licensure process. If an applicant needs to attend the meeting for the Board to take action, the applicant will be notified in writing prior to the meeting. Please, direct questions or comments regarding licensure applications to the Board office.*

President Owens identified the following applicants as recommended for approval of licensure contingent upon completion of licensure requirements: Matthew Gibbons, Donald Kincaid, Erick Arguello, Daphne Kendricks, Caitlin Moore, and Vanessa Ma.

Dr. Esmaeili said she had to abstain from voting as to Vanessa Ma. Dr. Owens inquired with the executive director as to whether the Board would still have a quorum as to licensure candidate Vanessa Ma, to which the executive director affirmed, saying there were still 4 of the Board's 7 total members voting as to that licensure candidate.

On Motion by Monique Abarca, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved the following applicants for licensure Contingent Upon Completion of Licensure Requirements: Matthew Gibbons, Donald Kincaid, Erick Arguello, Daphne Kendricks, Caitlin Moore, and Vanessa Ma. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.) Motion Carried: 4-0 for licensure candidate Vanessa Ma with Dr. Esmaeili abstaining; Motion Carried 5-0 for all others.

10. (For Possible Action) Discussion and Possible Action on Dr. Leeanne Earnest's Application for Reactivation of her License.

Dr. Owens stated that Dr. Leeanne Earnest has applied for reactivation of her license. She said that Dr. Earnest had previously asked the Board for an extension of her renewal due to some family concerns that came up last year. Dr. Earnest's license was issued in 2004 and became expired as of March 1, 2023. Dr. Owens explained that December 2022 is when Dr. Earnest requested and was granted an extension until March 1, 2023, but she did not meet the March 1, 2023, deadline. Rather, on April 4, 2023, the Board office received Dr. Earnest's renewal packet with her completed renewal form and fees. Dr. Earnest had sent the renewal packet via certified mail prior to March 31, 2023, based upon her misunderstanding and belief that she had been given until March 31, 2023, to renew her license. Because Dr. Earnest's renewal package was not received prior to the renewal deadline, the Board office returned the renewal packet to her and explained that, at that point, she would have to apply for reinstatement, which she has done. Dr. Owens stated that, according to her application, Dr. Earnest has completed a total of 40 CE credits between December 2022 and March 2023. Of those, Dr. Earnest states that 30 were face-to-face, 10 were distance learning, 6 were ethics, 2 were suicide prevention, and 2 were diversity. She also attached her certificates of completion for the courses she identified.

On motion by Lorraine Benuto, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved Dr. Earnest's Application to Reactivate her License. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.) Motion Carried: 5-0.

11. (For Possible Action) Discussion and Possible Action on Dr. Dorothy Parriott's Application for Reactivation of her License.

[This item was taken out of order]

Dr. Owens stated that Dr. Parriott has applied for reactivation of her license. According to her application and the Board's database, her license was issued in March 2020 and

became expired as of January 1, 2023, after non-renewal. Dr. Owens said that Dr. Parriott's application indicates that she has completed a total of 30.25 CE credits between February 2021 and February 2023. Of those, Dr. Parriott's application states all of those are face-to-face, 7.5 were ethics, and 3 were suicide. Dr. Owens noted that Dr. Parriott also attached her certificates of completion for the courses to her application, and that upon receipt of Dr. Parriott's continuing education log, the executive director inquired about whether the "X" in the face-to-face column meant that all of the courses were face-to-face or live, in response to which Dr. Parriott confirmed that they were all live or live virtual.

Dr. Owens asked DAG Ward if someone fails to reactivate their license and then does so a couple of months later, is the only penalty for that the reactivation fee. DAG Ward said the Board has to go by whatever the regulations say. If there are any fees that are mandatory under the regulations, they cannot be waived regardless of whether it is a viable excuse. The Board just has to go with its regulations. Dr. Owens inquired with the executive director whether she reviewed the regulations. Director Arnold confirmed and stated that the bigger issue is if it is within 2 years, reactivation is pretty straightforward. If it goes beyond that, that is when there may be other considerations, such as if it has been a long time, they may need to reapply and take the state exam again, but following non-renewal it is pretty straightforward in the first 2 years.

Dr. Owens asked Dr. Parriott why she did not renew during the normal renewal period. Dr. Parriott explained that she was inactive at the time of renewal and had put renewal on hold because she is working in the school district where she does not use her psychology license. However, an opportunity came up where Dr. Parriott stated she will be using it, so she applied as soon as possible to reactivate her license. Dr. Owens thanked Dr. Parriott for her explanation.

On motion by Lorraine Benuto, second by Monique Abarca, the Nevada State Board of Psychological Examiners approved Dr. Parriott's Application to Reactivate her License. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.) Motion Carried: 5-0.

12. (For Possible Action) Discussion and Possible Action to Approve Erica Marino's Application to Register as a Psychological Intern.

Dr. Owens stated that Erica Marino is a Psychological Intern applicant who did not attend an APA school. According to her PLUS, she attended Walden University, and is expected to get her Ph.D. in May 2024. Ms. Marino has secured Dr. Jennifer Karmely as her supervisor for her internship.

Dr. Owens said that Ms. Marino's application went before the ATEAM committee on April 7, 2023, during which Dr. Esmaeili said that she was familiar with Walden and its curriculum and its residency requirements, and Dr. Pearson stated that there are individuals from this university who have come through the Committee and been approved. Based on the information and documents in Ms. Marino's application and the Committee's familiarity with her educational program, the Committee moved to recommend the Board's approval of Ms. Marino's application to register as a Psychological Intern for her predoctoral internship.

On motion by Soseh Esmaeili, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved Erica Marino's application to Register as a Psychological Intern. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.) Motion Carried: 5-0.

13. (For Possible Action) Discussion and Possible Action to Approve Changes to the Board's Background Checks and Fingerprinting Policy.

Director Arnold stated that the Board office occasionally receives a background check return that indicates that the quality of the applicant's fingerprints was insufficient to be of use in providing criminal history information. In those cases, the return includes instructions to the applicant on how to resubmit fingerprints, and the second submission is usually successful. The executive director went on to explain that the Board office recently received a second return from the Department of Public Safety (DPS) of an applicant's fingerprints based upon the fingerprint quality being insufficient to be of use. She said that when that happens, the FBI runs a "Precursory Name Check" for any criminal history information associated with that name and that, in this case, the precursory name check did not result in any criminal history information associated with the applicant. In speaking with the DPS about that and what it means, she said the DPS explained that second returns are not unusual, as there are some people who may never be able to provide suitable fingerprints due to injury or burns, and that many agencies have a policy of accepting precursory name check that does not indicate a criminal history. With that in mind, the executive director proposed revisions to its Background Checks and Fingerprinting Policy to include a process that addresses fingerprint returns. She explained that the additional provisions state the process for:

- The applicant's resubmission of fingerprints after a first return for insufficient fingerprint quality,
- The Board's acceptance of a second return for insufficient fingerprint quality with an FBI Precursory Name Check that does not indicate any criminal history information associated with the applicant's name, and

- Requiring an applicant to repeat the background check process if a second return for insufficient fingerprint qualify with an FBI Precursory Name Check that includes or indicates criminal history information associated with the applicant's name.

The executive director shared with the Board the proposed changes to the policy in line with her explanation under section 2, which is the submission process, and which provides the fingerprinting and background check process for applicants. She noted that she added sections regarding what she explained in reference to the first fingerprint return and the two options for a second fingerprint return – one that does not indicate criminal history with a precursory name check and one that does. She reiterated that the DPS stated that many agencies have a policy of accepting a background check on a second return that has a clear precursory name check. She also stated that the other option is, if the Board office gets a second fingerprint return, to have the applicant redo the entire process regardless of what the second return states.

Dr. Owens asked DAG Ward if he had anything to add. DAG Ward stated that the policy change is fine, so long as there is no conflict with anything in the Board's regulations. The Board has the fiduciary duty to make sure the public is kept safe, but he has no problem with the proposed changes, especially if there have been background checks done in the past and so long as there is no conflict with the Board's regulations.

Dr. Owens stated that this came up recently and that it is not something that she has previously encountered during her time on the Board. She said she just wanted to make sure that the Board has something clear and in policy so that it does not have to go through further confusion and that it has it clearly written out. She confirmed with the executive director that she did her homework to make sure this is a policy adopted by other agencies and boards and said it looks good to her.

On Motion by Stephanie Holland, Second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved the Proposed Changes to the Board's Background Checks and Fingerprinting Policy (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.) Motion Carried: 5-0

Dr. Owens stated that having really clear policies and procedures makes her happy.

14. (For Possible Action) Discussion and Possible Action to Adopt the Policy on Finance: Budgeting.

Dr. Owens stated that in February, the Board reviewed revisions to various Board Policies, including the Finance: Budgeting Procedures policy, and that prior to approving the revisions, the Board requested that there be one revision to the Deferred Revenue section on page 4, section b. She said that the revision requested was to more clearly distinguish income that is not deferred revenue from that which is defined as deferred revenue, but that the Board has accepted all of the revisions other than the revisions other than the Deferred Revenue section on page 4, section b during the February 10, 2023, meeting.

The executive director stated that, in addition to what Dr. Owens explained and to avoid any confusion, the items that are specifically defined as not deferred revenue – that is, licensure renewal late fees collected in January and February of odd numbered years and license and registration fees collected in the fourth quarter of the biennium – have been put in a separate section. She said that the other change she made was using the word “received” rather than “submitted” as it relates to renewal fees because when those fees are received is what triggers what happens to that money.

On Motion by Stephanie Holland, Second by Monique Abarca, the Nevada State Board of Psychological Examiners approved the Revisions to the Board’s Policy on Finance: Budgeting. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaili, and Stephanie Holland.) Motion Carried: 5-0

15. (For Possible Action) Discussion and Possible Action on a Request for the Board to Submit Briefing in a Pending Matter Before the Nevada Supreme Court regarding Rule 35 of the Nevada Rules of Civil Procedure.

Dr. Owens stated that Michael Lowry, who is a civil defense attorney in Las Vegas, has inquired with the Board about whether it might wish to submit briefing in a Nevada Supreme Court case that concerns third-party observation of examinations as it relates to NRCP 35 (physical and mental examinations). She said that Mr. Lowry attached a position statement that the Board provided to the Nevada Supreme Court in October 2018 as it concerned then-proposed changes to NRCP 35. Mr. Lowry’s request is specific to a question that resulted from the Nevada Supreme Court’s 2021 invalidation of NRS 52.380 (attendance by an observer at a mental or physical examination) and that is at issue in a new appeal. That is, whether a neuropsychological examination can be conditioned on allowing third party observation under the current version of NRCP 35. She noted Mr. Lowry’s statement that briefing from the Board on its position is very valuable in letting the Court know how it feels about the topic. If the Board is interested in submitting an amical brief, Dr. Owens stated that the motion would be

that it would file in the Nevada Supreme Court an amicus brief stating its position on whether neuropsychological examinations can be conditioned on allowing third party observation under the current version of NRCP 35.

Dr. Owens stated that this is out of her wheelhouse and out of her area of expertise. She asked Dr. Holland, Dr. Esmaeili, and Dr. Lenkeit if they wanted to have a conversation about how the Board should handle the request. Dr. Benuto commented that third party observation is problematic for a number of reasons, one being that it can influence how the testee or examinee performs and responds to questions. She said that their measures are not validated with a third-party observer, and it brings in psychometric issues. Dr. Lenkeit agreed with Dr. Benuto, stating that another part of the issue is test security, and that is why neuropsychologists – who have been at the forefront of this – have wanted third party observation to go away. He said, however, that it does not seem to be going away because, from his understanding, it is being seen in many state legislatures. He inquired about whether the Board wanted to take a position on that or not, the only reason for doing so being some kind of ethical violation based on test security. Dr. Benuto agreed with what Dr. Lenkeit said.

Dr. Young added privacy violations to the concerns with third party observation. She said attorneys want someone in the room and that is probably the reason for it. Psychologists are hired by both sides in a case, and the person being tested does not have privacy in that scenario.

Dr. Holland added to what Dr. Lenkeit said regarding test security. She said because the Board's number one role is to protect the public, the Board should take a position in order to support doing that – protecting the public, the clients they test, and their privacy. Dr. Benuto agreed with that as well. She said that in communicating with those who do evaluations and assessments, a number have indicated that they would cease to do so if third party observation was a requirement, and in terms of serving the public, that would be hugely problematic. She stated that current practice paradigms are important to consider and how this would impact those.

Dr. Esmaeili agreed with all that had been stated.

Dr. Owens stated that she was hearing a consensus that the Board prepare and file an amicus brief stating its position. She wondered if anyone would volunteer to work with the executive director on preparing that, saying that what has been said will help her writing an initial draft, but that she will need a second or third set of eyes to ensure that the brief is accurately stated from a psychologist's point of view. Dr. Benuto and Dr. Esmaeili stated that they did not feel qualified to be the lead person, but would be more than happy to assist with the process.

Dr. Owens asked Dr. Lenkeit would be willing to take the lead and have Dr. Benuto and Dr. Esmaeili review it. Dr. Lenkeit hesitated because he was not sure she wanted a

non-Board member writing the position of the Board, but otherwise he is happy to help. Dr. Owens stated that she was imagining that the executive director would write the brief, but it needed to be reviewed for content and accuracy of the Board's position. She said she does not feel qualified to do that because she does not do any kind of neuropsychological assessment or formal testing, and would recuse herself from that work.

Dr. Lenkeit stated that he is happy to help in terms of contributing to the brief to add the language from the APA code of ethics that he believes would be violated by this law passing, and in any other way he can.

Dr. Young stated that this will be a topic at one of the ethics presentations at the APA in August, and if the Board needs for her to get information from that, she will. Dr. Owens asked that she do so. Dr. Lenkeit said if there were any prior amicus briefs filed by other states to which Dr. Young would have access for assistance in writing the brief rather than having to reinvent the wheel, that would be helpful.

On Motion by Lorraine Benuto, Second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved the Board filing with the Nevada Supreme Court an Amicus Brief Stating its Position on Whether Neuropsychological Examinations Should be Conditioned on Allowing Third Party Observation under the Current Version of NRCP 35. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.)
Motion Carried: 5-0

The executive director stated that she would be in touch with Mr. Lowry regarding the timing on the brief, as she does not know where they are in the appellate process, and she also wants to get the case information so that she can track it on the Nevada Supreme Court's website. Dr. Lenkeit told the executive director that he will start looking at the APA code of ethics to incorporate into the brief.

16. (For Possible Action) Discussion and Possible Action on the Board's Answer to a Question from the ASPPB regarding Certificate of Professional Qualification (CPQ) Eligibility.

Dr. Owens stated that the ASPPB has reached out to the Board office to ask some questions on CPQ, which is the Certificate of Professional Qualification eligibility. The Board has accepted the CPQ qualification as a "fast pass" to licensure in the State, and has accepted that for quite some time. Dr. Owens said that she is on the mobility committee for ASPPB, and something that has come up over the past year in some of their meetings is the difference in the CPQ versus the requirements for an APIT or PsyPact designation or certificate or registration. She explained that, currently, in order to register with PsyPact, an applicant has to have come from an APA or CPA accredited

program, as the PsyPact commission has decided that is their standard for being able to register with PsyPact. She said that the CPQ historically has allowed for similar to what the Board permits through its ATEAM – that is, it allows for programs substantially similar to APA accredited programs to get the CPQ designation. The ASPPB is reaching out to jurisdictions that currently accept the CPQ designation to see if they feel if they want someone to have to come from an APA or CPA accredited program in order to be eligible for the CPQ.

Dr. Owens stated that she has two different and opposing views on that question. She said as someone who reviews CPQ applications, it would be so much easier if they came from an APA or CPA accredited program and would make her job on the mobility committee much easier. From a social justice and equity perspective, however, she said that not allowing someone who has completed substantially similar qualifications to achieve a designation that provides quicker eligibility for licensure and mobility across jurisdictions is potentially racist and biased. Despite having those two perspectives, Dr. Owens stated that she leans more toward having the ability to look at someone's application and identify how they are substantially similar to an APA or CPA accredited institution. She said it is really important to continue to ensure that those from all backgrounds and diverse experiences are able to achieve mobility in the psychology profession.

Dr. Owens opened the topic for discussion, again noting that this is just the Board responding to ASPPB's question with the Board's position. Either the Board is OK with the CPQ being limited to APA or CPA or it is not.

As a member of the PsyPact Commission and Chair of the Qualifications Review Committee, Dr. Lenkeit stated that the issue of APA accreditation has come up because the PsyPact law says that APA approved program or equivalent, but the law also says applicants have to get the e-Passport, which comes from the mobility committee and the mobility committee requires APA accreditation for an e-Passport. As a result, in order to get a PsyPact credential, the applicant has to have come from an APA accredited program, even though the law in every state that has passed it, which is about 40 states, says it can be equivalent to APA accreditation. Dr. Lenkeit stated that it has been a topic of much contention on the PsyPact commission. He said there are those who feel very strongly that they should accept the equivalent because that is what it says in the law, but they cannot do that unless the mobility committee does something about the e-Passport requirements. He also said there are those who feel strongly that applicants should only come from APA accredited program. Dr. Lenkeit believed that there are those come from non-APA accredited programs who do very well as psychologists and are highly qualified, and there are those who come from non-APA accredited programs that are insufficient for the person to practice psychology. He said that given the disparity among non-APA accredited programs, the CPQ is essential for looking at the credentials of a person that does not come from an APA Approved program. Dr. Lenkeit asked what the point of having a CPQ was if the CPQ makes it

such that an applicant has to come from an APA or CPA accredited program. Because an applicant can get licensed in every state by coming from an APA approved program, a CPQ requiring an APA accredited program is saying an applicant is qualified even though that applicant is already qualified in every state. In Dr. Lenkeit's opinion, the CPQ simply separates those who come from poor non-APA approved programs from those who come from very qualified non-APA approved programs. It looks at and separates those who are likely very qualified and those who are not qualified., and he would be very concerned about making a change in the CPQ requirements to APA only programs.

Dr. Holland asked whether the Board needed to add language about what it would approve or just not agree with the position that a CPQ credential requires APA accreditation.

The executive director restated what the question specifically asked, which was: How would your jurisdiction feel about ASPPB requiring applicants to only come from APA, CPA or ASPPB/National Register designated doctoral programs in psychology to be eligible for the CPQ? Dr. Owens suggested stating that the Board would oppose the ASPPB requiring applicants to only come from APA, CPA or ASPPB/National Register designated doctoral programs in psychology to be eligible for the CPQ, and would continue to be in support of providing an avenue for equivalency evaluation for the certificate.

On motion by Lorraine Benuto, second by Stephanie Holland, the State Board of Psychological Examiners stated that it would oppose the ASPPB requiring that applicants only come from an APA, CPA or ASPPB/National Register designated doctoral programs in psychology to be eligible for the CPQ, and would continue to be in support of providing an avenue for equivalency evaluation for that certificate. (Yea: Whitney Owens, Monique Abarca, Lorraine Benuto, Soseh Esmaeili, and Stephanie Holland.) Motion Carried: 5-0

17. (For Possible Action) Discussion and Possible Action on the May 3, 2023, meeting of the Ad Hoc Committee to Consider the Registration of Supervisors of Psychological Assistants, Psychological Interns, and Psychological Trainees.

Dr. Owens updated the Board on the Ad Hoc Committee to Consider the Registration of Supervisors. She said that the Committee is a bit in the weeds just as the Board was on the issue, and that it is not an easy task in front of the Committee to decide supervision language, but it is making progress. During its last meeting, the Committee was working on moving away from language that would register supervisors and working on ensuring there is language in the regulations that provide for responsibilities of the supervisor in a way that makes that clear and allows for the potential ability for

students or trainees who are not receiving adequate supervision or support from their supervisors to have particular avenues for complaints around that. Dr. Owens stated that the Committee also had a lengthy discussion around moving toward a competency-based approach for supervision rather than a particular time requirement and that it will continue those conversations in its next meeting. She said the Committee is hoping to have something to deliver to the Board by August for recommendations for cleaning up supervision language and will continue to provide updates as it goes.

18. (For Possible Action) Schedule of Future Board Meetings, Hearings, and Workshops. The Board May Discuss and Decide Future Meeting Dates, Hearing Dates, and Workshop Dates

- A. The next regularly scheduled meeting of the Nevada Board of Psychological Examiners is Friday, June 2, 2023, at 8:00 a.m.

Dr. Owens asked if any Board member is not available on June 2, 2023. The executive director advised Dr. Owens that Dr. Pearson said she will not be available for that meeting.

Dr. Owens reminded the Board that elections will be held during the next meeting and stated that if anyone has questions about the presidency or has additional questions for her to feel free to hang out after the board meeting or to email her and the executive director and she will be happy to answer those questions. She said it has been one of the highlights of her career and she has really enjoyed being the president of the Board. Dr. Owens stated that the executive director can answer any questions about the treasurer's role, and that the Board is in really great shape when it comes to its finances and its ability to communicate about it. She explained that, if it feels daunting, the heavy lifting is done by the executive director and the bookkeeper, so the treasurer's role is to be interested in the financial health of the board as well as having additional eyes on the finances.

19. Requests for Future Board Meeting Agenda Items (No Discussion Among the Members will Take Place on this Item).

Dr. Young asked to be able to give an update on the ASPPB conference. Dr. Owens stated that it would be put on the agenda for the next meeting.

20. Public Comment - Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Board President. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Board President may allow additional time to be given a speaker as

time allows and in his sole discretion. Comments will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken (NRS 241.020)

Dr. Chapple Love stated that the NPA is attempting to get AB 236 added to its legislative efforts, and that is the one relating to psychologists. Dr. Owens stated that the bill passed through the Assembly and the Senate and hopefully will soon be on the Governor's desk.

There was no other public comment at this time.

21. (For Possible Action) Adjournment

There being no further business before the Board, President Owens adjourned the meeting at 9:38 a.m.

**Nevada Board of Psychological Examiners
Board Meeting Staff Report**

DATE: June 2, 2023

ITEM:

4A. (For Possible Action) Discussion and Possible Action to Approve Recommended Changes to the Fiscal Year 2023 Budget

SUMMARY:

There are no changes to the budget as it was reviewed and approved in February 2023. As of the end of May, the Board continues to outpace the budgeted revenue, and generally remains on par or below the budgeted expenditures. The focus going forward is to close out FY23 and move on with the proposed budget for FY24, which will be addressed in Agenda Items 4B and 4C.

**NV State Board of Psychological Examiners
Budget-to-Actual - Fiscal Year 2023**

5/31/23

		FY23 Budgeted Amount	Actual	% actual to budget
INCOME				
2600	Deferred Revenue - 7/1/22	83,480.15	170,959.93	
	Deferred Revenue - 1/1/23	83,000.00		
40100	Psychologist Application	7,500.00	11,226.01	149.68%
40101	PA Application	3,500.00	4,464.62	127.56%
40102	Intern Application	1,250.00	1,235.70	98.86%
40103	Trainee Application	1,250.00	2,585.70	206.86%
4020	Psych Biennial (licenses, registrations)	7,500.00	11,461.36	152.82%
40203	Reinstatement of Psych	500.00	1,891.92	378.38%
4050	Late Fees	0.00	3,600.00	0.00%
4025, 40251, 40252	New License	1,000.00	1,393.10	139.31%
4030	Non-Resident Consultant	1,000.00	902.95	90.30%
4015	Psychologist State Exam	6,000.00	10,858.48	180.97%
4040	CE App Fee	750.00	1,240.58	165.41%
4045	Verification of Licensure	200.00	228.40	114.20%
4078	Cost Recovered (Disciplinary)	0.00	0.00	
xxxx	Mediation Review	0.00	0.00	
4999	Interest, Misc	50.00	31.54	63.08%
Total Income		\$ 196,980.15	\$ 222,080.29	112.74%

Payroll Expenses		FY23 Budgeted Amount	Actual	% actual to budget
5100	Board Salary/Per Diem	9,000.00	6,200.00	68.89%
5175, 51751	Wages, Staff Salary (Exec Dir)	60,000.00	57,659.84	96.10%
	Wages, Staff Salary (Part-Time)	3,900.00	0.00	
xxxx	Staff Benefits Reserve	1,500.00	0.00	0.00%
51753	Investigator Salary	7,500.00	7,445.86	99.28%
5250	Workers Compensation	1,000.00	481.29	48.13%
5300	PERS	17,500.00	15,697.51	89.70%
xxxx	Payroll Taxes (SS, Medicare)	1,000.00	3,723.62	372.36%
xxxx	Other	250.00	677.00	270.80%
	Total Payroll	101,650.00	91,885.12	90.39%

Operating Expenses		FY23 Budgeted Amount	Actual	% actual to budget
6200	Out of State	5,000.00	2,989.34	59.79%
	Meals			
	Lodging			
	Airfare			
	In-State Travel	1,000.00		
7015	Supplies	500.00	280.79	56.16%
7020, 70202, 85100	Office Expense (Office Furniture, Shredding, Office Equipment)	2,000.00	1,804.47	90.22%
7040	Print-Copy	600.00	530.38	88.40%
7500	Copy Lease	1,500.00	1,229.68	81.98%
7050	Rent	15,000.00	10,949.84	73.00%
7100	Postage	250.00	517.79	207.12%
7210	DoIt Web SV	1,000.00	991.08	99.11%

7290, 72901, 72902	Telephone & Internet	1,250.00	1,527.47	122.20%
7770	Software & Database	5,000.00	6,462.36	129.25%
8000, 8010	Legal & Professional Fees	30,000.00	14,786.7	49.29%
8015	Tort Claim	1,000.00	0.00	0.00%
8050	Professional Services (Auditor, Bookkeeper, Lobbyist)	25,000.00	21,191.13	84.76%
8250	Dues & Reg (ASPPB, Conf, Continuing Ed)	4,000.00	5,008.00	125.20%
7111, 8500, 8520	Admin Services (LCB)	1,000.00	850.00	85.00%
9001, 9002	Banking Fees	250.00	151.91	60.76%
9011	PayPal Fees		11,505.35	
90100	Miscellaneous Expense	500.00	-667.02	-133.40%
xxxx	Uncategorized Expense	300.00	96.00	
Total Expenses		\$95,150.00	\$80,205.23	84.29%
Total Expenses + Payroll		\$196,800.00	\$172,090.35	87.44%
Total Income		\$ 196,980.15	\$ 222,080.29	112.74%
Final Balance		\$180.15	\$49,989.94	

**Nevada Board of Psychological Examiners
Board Meeting Staff Report**

DATE: June 2, 2023

ITEM:

4B - (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2023 (July 1, 2022, Through June 30, 2023).

SUMMARY:

As of May 31, 2023, the checking account balance was approximately \$396,000.00. We are still operating on \$170,959.93 of the deferred revenue primarily from renewals that the previous executive director addressed in February's meeting. Nothing has changed regarding the next expected allocations from the deferred revenue from renewals for the next biennium quarters as I discussed during the May 12, 2023, meeting.

The savings account balance was \$105,045.40.

As I noted in reference to the FY23 budget, we generally remain on par or below the budgeted amount, and almost all line items remain under budget. Based on the FY23 budget, being eleven-twelfths of the way through the fiscal year, revenues are at almost 113% of the expected monies for this fiscal year, and total expenses are at about 88% of what has been budgeted.

Moving on to the new format that I created with FY2024 in mind, based on our budget to actual + projected to close out FY2023, the Board is on track for revenues that are 112% of projected, expenses that are about 93.5% of projected, and approximately \$38,500 left over.

**NV State Board of Psychological Examiners
Budget-to-Actual+Projected - Fiscal Year 2023**

5/31/23

		FY23 Budgeted Amount	FY23 Actual + Projected	% actual to budget		FY23-2 Biennial-Q1 January 2023-June 2023 Actual + Projected	FY24-1 Biennial-Q2 July 2023-December 2023 Budgeted	FY24-2 Biennial-Q3 January 2024 - June 2024 Budgeted	FY25-1 Biennial-Q4 July 2024-December 2024 Budgeted
INCOME									
Deferred Revenue	Renewals - 7/1/22	83,480.15	83,480.15	100.00%					
	Renewals - 1/1/23	83,000.00	80,730.33	97.27%	Renewals 23-24 biennium (1/1/23)	80,730.33	80,730.33	80,730.33	80,730.33
	Late Renewals - 7/1/23				Late Renewals 23-24 biennium (7/1/23)		15,819.98	15,819.98	15,819.98
	New Licensure and Registrations	7,500.00	12,500.00	166.67%	New Licensure, Registrations, Reinstatements		3,598.34	6,598.34	8,598.34
	License Reinstatement	500.00	1,890.00	378.00%					
Regular Revenue	21-22 Biennium Q4 New Licensure and Registrations	1,875.00	4,984.92	265.86%					1,800.00
	Applications								
	Psychologist Application	7,500.00	12,500.00	166.67%		4,000.00	4,250.00	4,250.00	4,250.00
	PA Application	3,500.00	4,500.00	128.57%		1,800.00	1,750.00	1,750.00	1,750.00
	Intern Application	1,250.00	925.50	74.04%		400.00	400.00	400.00	500.00
	Trainee Application	1,250.00	2,430.60	194.45%		2,000.00	625.00	625.00	625.00
	Non-Resident Consultant	1,000.00	902.95	90.30%		750.00	400.00	400.00	500.00
	CE App Fee	750.00	1,210.58	161.41%		600.00	500.00	500.00	500.00
	Other								
	Late Fees	0.00	3,600.00			3,600.00	0.00	0.00	0.00
	Psychologist State Exam	6,000.00	11,500.00	191.67%		5,000.00	4,000.00	4,000.00	6,000.00
	New and Duplicate License	1,000.00	1,268.10	126.81%		500.00	500.00	500.00	750.00
	Verification of Licensure	200.00	207.07	103.54%		100.00	100.00	100.00	100.00
	Cost Recovered (Disciplinary)	0.00	0.00			0.00	0.00	0.00	0.00
	Interest, Misc	50.00	31.54	63.08%		25.00	25.00	25.00	25.00
Total Income		\$198,855.15	\$222,661.74	111.97%	Income	\$ 99,480.33	\$ 112,698.65	\$ 115,698.65	\$ 121,948.65

Payroll Expenses		FY23 Budgeted Amount	FY23 Actual + Projected	% actual to budget		FY23-2 Biennial-Q1 January 2023-June 2023	FY24-1 Biennial-Q2 July 2023-December 2023	FY24-2 Biennial-Q3 January 2024 - June 2024	FY25-1 Biennial-Q4 July 2024-December 2024
						Actual + Projected	Budgeted	Budgeted	Budgeted
	Board Salary/Per Diem	9,000.00	8,200.00	91.11%		4,500.00	4,500.00	4,500.00	4,500.00
	Executive Director	60,000.00	60,000.00	100.00%		30,000.00	30,000.00	30,600.00	30,600.00
	Staff Salary (Part-Time)	3,900.00	2,000.00	0.00%		3,900.00	9,000.00	9,000.00	7,800.00
	Staff Benefits Reserve	1,500.00	0.00	0.00%		0.00	750.00	750.00	1,500.00
	Investigator Salary	7,500.00	8,000.00	106.67%		4,000.00	5,000.00	5,000.00	5,000.00
	Workers Compensation	1,000.00	1,000.00	100.00%		500.00	500.00	500.00	500.00
	PERS	17,500.00	17,500.00	100.00%		9,000.00	9,000.00	10,000.00	10,000.00
	Payroll Taxes (SS, Medicare)	1,000.00	4,000.00	400.00%		1,200.00	2,000.00	2,000.00	1,200.00
	Other	250.00	700.00	280.00%		350.00	350.00	350.00	250.00
	Total Payroll	101,650.00	101,400.00	99.75%		53,450.00	61,100.00	62,700.00	61,350.00
Operating Expenses		FY23 Budgeted Amount	FY23 Actual + Projected	% actual to budget		FY23-2 Biennial-Q1 January 2023-June 2023	FY24-1 Biennial-Q2 July 2023-December 2023	FY24-2 Biennial-Q3 January 2024 - June 2024	FY25-1 Biennial-Q4 July 2024-December 2024
						Actual + Projected	Budgeted	Budgeted	Budgeted
	Out of State	5,000.00	5,000.00	100.00%		2,500.00	3,000.00	3,500.00	3,500.00
	Meals								
	Lodging								
	Airfare								
	In-State Travel	1,000.00						1,000.00	1,500.00
	Supplies	500.00	350.00	70.00%		200.00	250.00	250.00	250.00
	Office Expense (Office Furniture, Shredding, Office Equipment)	2,000.00	4,000.00	200.00%		3,000.00	1,000.00	1,000.00	1,000.00
	Print-Copy	600.00	650.00	108.33%		350.00	350.00	350.00	350.00
	Copy Lease	1,500.00	1,350.00	90.00%		650.00	700.00	700.00	750.00
	Rent	15,000.00	12,500.00	83.33%		7,000.00	7,000.00	7,500.00	7,500.00
	Postage	250.00	550.00	220.00%		200.00	125.00	125.00	300.00
	DoIt Web SV	1,000.00	1,000.00	100.00%		500.00	500.00	500.00	500.00
	Telephone & Internet	1,250.00	1,650.00	132.00%		625.00	850.00	900.00	625.00
	Software & Database	5,000.00	6,500.00	130.00%		3,000.00	3,500.00	3,500.00	3,500.00
	Legal & Professional Fees	30,000.00	17,500.00	58.33%		10,000.00	15,000.00	15,000.00	17,500.00
	Tort Claim	1,000.00	0.00	0.00%		1,000.00	0.00	1,000.00	0.00
	Professional Services (Auditor, Bookkeeper, Lobbyist)	25,000.00	25,000.00	100.00%		7,500.00	17,500.00	7,500.00	17,500.00
	Dues & Reg (ASPPB, Conf, Continuing Ed)	4,000.00	5,010.00	125.25%		5,000.00		6,000.00	4,000.00

ITEM 4B

	Admin Services (LCB)	1,000.00	1,000.00	100.00%		500.00	500.00	500.00	500.00
	Banking Fees	250.00	200.00	80.00%		125.00	125.00	125.00	125.00
	PayPal Fees (against regular revenue)		1,000.00			500.00	500.00	500.00	500.00
	Miscellaneous Expense	500.00	-667.02	-133.40%		250.00	250.00	250.00	250.00
	Uncategorized Expense	300.00	100.00			150.00	150.00	150.00	150.00
	Total Expenses	\$95,150.00	\$82,692.98	86.91%		\$43,100.00	\$51,350.00	\$50,400.00	\$60,350.00
	Total Expenses + Payroll	\$196,800.00	\$184,092.98	93.54%		\$96,550.00	\$112,450.00	\$113,100.00	\$121,700.00
	Total Income	\$ 198,855.15	\$222,661.74	111.97%		\$ 99,480.33	\$ 112,698.65	\$ 115,698.65	\$ 121,948.65
	Final Balance	\$2,055.15	\$38,568.76			\$2,930.33	\$248.65	\$2,598.65	\$248.65

NV State Board of Psychological Examiners

Profit and Loss Monthly Board Meeting

May 2023

	TOTAL
Income	
4010 Psychologist Application	
40100 Psychologist Application	1,670.40
40101 PA Application	465.30
40102 Intern Application	310.20
40103 Trainee Application	155.10
Total 4010 Psychologist Application	2,601.00
4015 Psychologist State Exam	1,833.10
4020 Psych Biennial	
40201 Prorated Psych Biennial	3,034.29
Total 4020 Psych Biennial	3,034.29
4025 Psychologist Licensing Fee	
40251 New License	125.00
Total 4025 Psychologist Licensing Fee	125.00
4028 Registration Fee	
40281 Psych Asst fee	454.43
40282 Psych Intern Fee	77.21
Total 4028 Registration Fee	531.64
4045 Verification of Licensure	21.33
4055 Continuing Education	30.00
Total Income	\$8,176.36
GROSS PROFIT	\$8,176.36
Expenses	
307910 7210 Dolt Web SVb	98.44
5175 Board Staf	
51753 Investigator Salary	948.00
Total 5175 Board Staf	948.00
5300 PERS	1,561.86
6000 Travel Exp	155.74
7020 Office Expense	
7040 Print-Copy	3.10
7050 Rent	1,114.46
85100 Shredding	37.00
Total 7020 Office Expense	1,154.56
7200 Utilities	
7290 Telephone	131.94
Total 7200 Utilities	131.94
7500 Copy Lease	137.79
7770 Software	303.97
7777 Database	776.97

NV State Board of Psychological Examiners

Profit and Loss Monthly Board Meeting

May 2023

	TOTAL
8000 Legal & Professional Fees	112.50
8050 Prof Servs	
8055 Lobbyist	1,041.75
Total 8050 Prof Servs	1,041.75
9001 Banking Fees	23.31
9002 Bank Crgs	1.00
Total 9001 Banking Fees	24.31
9100 Payroll Expenses	65.00
9110 Company Contributions	
Retirement	780.92
Total 9110 Company Contributions	780.92
9130 Wages	5,294.42
Taxes	
9111 Federal Taxes (941/944)	477.54
Total Taxes	477.54
Total 9100 Payroll Expenses	6,617.88
PayPal Fees	201.03
Total Expenses	\$13,266.74
NET OPERATING INCOME	\$ -5,090.38
NET INCOME	\$ -5,090.38

NV State Board of Psychological Examiners

Profit and Loss July 2022 - May 2023

	TOTAL
Income	
4010 Psychologist Application	615.30
40100 Psychologist Application	10,610.71
40101 PA Application	4,464.62
40102 Intern Application	1,235.70
40103 Trainee Application	2,585.70
Total 4010 Psychologist Application	19,512.03
4015 Psychologist State Exam	10,858.48
4020 Psych Biennial	170,959.93
40201 Prorated Psych Biennial	8,681.46
40203 Reinstatement of Psych	1,387.58
Total 4020 Psych Biennial	181,028.97
4025 Psychologist Licensing Fee	
40251 New License	1,230.00
40252 Change/Duplicate/Reinstatement	138.10
Total 4025 Psychologist Licensing Fee	1,368.10
4026 BA Licencing Fee	
40262 Change/Duplicate/Reinstat	25.00
Total 4026 BA Licencing Fee	25.00
4028 Registration Fee	30.00
40281 Psych Asst fee	2,440.54
40282 Psych Intern Fee	388.61
40283 Psych Trainee	425.10
Total 4028 Registration Fee	3,284.25
4030 Non-Resident Consultant	902.95
4040 CE App Fee	570.21
4045 Verification of Licensure	228.40
4050 Renewal Late Fee	3,600.00
4055 Continuing Education	670.37
4999 Interest	34.99
Total Income	\$222,083.75
GROSS PROFIT	\$222,083.75
Expenses	
307910 7210 Dolt Web SVb	360.34
5100 Board Sal	6,200.00
5175 Board Staf	
51753 Investigator Salary	7,781.50
Total 5175 Board Staf	7,781.50
5250 Workers Compensation	925.82

NV State Board of Psychological Examiners

Profit and Loss July 2022 - May 2023

	TOTAL
5300 PERS	15,697.51
6000 Travel Exp	612.70
6100 Out of State Travel	
6101 Meals	137.00
6102 Lodging	699.72
6106 Air Tvl	1,555.92
Total 6100 Out of State Travel	2,392.64
6200 In State Travel	
6250 Air Tvl	440.96
Total 6200 In State Travel	440.96
7015 Supplies	280.79
7020 Office Expense	1,582.47
7040 Print-Copy	533.48
7050 Rent	10,949.84
85100 Shredding	222.00
Total 7020 Office Expense	13,287.79
7100 Postage	517.79
7200 Utilities	
7210 Dolt Web SV	630.74
7290 Telephone	1,405.63
72901 Long Distance	58.39
72902 Internet	63.45
Total 7290 Telephone	1,527.47
Total 7200 Utilities	2,158.21
7500 Copy Lease	1,226.58
7770 Software	3,334.44
7777 Database	3,127.92
8000 Legal & Professional Fees	5,815.05
8010 Legal	9,084.11
Total 8000 Legal & Professional Fees	14,899.16
8050 Prof Servs	9,619.38
8055 Lobbyist	11,459.25
Total 8050 Prof Servs	21,078.63
8250 Dues & Reg	1,680.00
8255 Membership	3,328.00
Total 8250 Dues & Reg	5,008.00
8500 Admin Serv	
8520 LCB	850.00
Total 8500 Admin Serv	850.00

NV State Board of Psychological Examiners

Profit and Loss

July 2022 - May 2023

	TOTAL
9001 Banking Fees	23.31
9002 Bank Crgs	127.60
Total 9001 Banking Fees	150.91
90100 Miscellaneous Expense	-667.02
9100 Payroll Expenses	677.00
9110 Company Contributions	
Retirement	13,302.38
Total 9110 Company Contributions	13,302.38
9130 Wages	59,243.41
Taxes	
9111 Federal Taxes (941/944)	2,458.39
NV Unemployment Tax	0.00
Total Taxes	2,458.39
Total 9100 Payroll Expenses	75,681.18
PayPal Fees	11,509.31
Uncategorized Expense	96.00
Total Expenses	\$186,951.16
NET OPERATING INCOME	\$35,132.59
Other Expenses	
Reconciliation Discrepancies-1	0.30
Total Other Expenses	\$0.30
NET OTHER INCOME	\$ -0.30
NET INCOME	\$35,132.29

NV State Board of Psychological Examiners

General Ledger

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
3309 Savings							
	Beginning Balance						105,041.83
Total for 3309 Savings							
1100 Cash in Bank							
	Beginning Balance						399,676.06
05/01/2023	Expense		Kietzke Plaza		7020 Office Expense:7050 Rent	-1,114.46	398,561.60
05/01/2023	Expense		Information Technology		307910 7210 Dolt Web SVb	-31.31	398,530.29
05/04/2023	Expense		Michelle Fox		8000 Legal & Professional Fees	-112.50	398,417.79
05/08/2023	Expense		Shred-it Reno		7020 Office Expense:85100 Shredding	-37.00	398,380.79
05/09/2023	Expense		AT&T		7200 Utilities:7290 Telephone	-62.30	398,318.49
05/09/2023	Expense		Information Technology		307910 7210 Dolt Web SVb	-54.41	398,264.08
05/10/2023	Deposit				-Split-	1,759.85	400,023.93
05/11/2023	Expense		Information Technology		307910 7210 Dolt Web SVb	-12.72	400,011.21
05/11/2023	Tax Payment		IRS	Tax Payment for Period: 04/01/2023-04/30/2023	2100 Federal Income Withholding	-1,742.77	398,268.44
05/11/2023	Expense		PERS		5300 PERS	-1,561.86	396,706.58
05/11/2023	Expense				-Split-	-879.28	395,827.30
05/12/2023	Payroll Check	DD	Laura M. Arnold	Pay Period: 04/28/2023-05/11/2023	2700 Direct Deposit Payable	-1,855.43	393,971.87
05/12/2023	Deposit				-Split-	1,887.05	395,858.92
05/12/2023	Expense		CD Transfer		9001 Banking Fees:9002 Bank Crgs	-1.00	395,857.92
05/17/2023	Expense		Sheila Young, Ph.D.		6000 Travel Exp	-155.74	395,702.18
05/17/2023	Expense		QuickBooks Payroll Service		9100 Payroll Expenses	-65.00	395,637.18
05/22/2023	Expense		Canon Financial Services, Inc.		7500 Copy Lease	-137.79	395,499.39
05/23/2023	Expense		Kathleen Laxalt		8050 Prof Servs:8055 Lobbyist	-1,041.75	394,457.64
05/23/2023	Expense		Business Card		7020 Office Expense:7040 Print-Copy	-3.10	394,454.54
05/23/2023	Deposit				-Split-	2,505.99	396,960.53
05/23/2023	Expense		AT&T		7200 Utilities:7290 Telephone	-69.64	396,890.89
05/26/2023	Deposit				-Split-	950.00	397,840.89
05/26/2023	Deposit				-Split-	647.47	398,488.36
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 05/12/2023-05/25/2023	2700 Direct Deposit Payable	-612.36	397,876.00
05/26/2023	Payroll Check	DD	Laura M. Arnold	Pay Period: 05/12/2023-05/25/2023	2700 Direct Deposit Payable	-1,855.42	396,020.58
Total for 1100 Cash in Bank							
						\$ -	3,655.48
1400 Prepaid Expenses							
	Beginning Balance						1,108.00
Total for 1400 Prepaid Expenses							
Uncategorized Asset							
	Beginning						112.50

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							
Total for Uncategorized Asset							
2100 Payroll Liabilities							
Beginning Balance							1,992.06
Total for 2100 Payroll Liabilities							
2107 Federal Taxes (941/944)							
Beginning Balance							142.53
Total for 2107 Federal Taxes (941/944)							
2108 PERS							
Beginning Balance							16,880.23
05/12/2023	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	390.46	17,270.69
05/12/2023	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	390.46	17,661.15
05/26/2023	Payroll Check	DD	Laura M. Arnold	PERS	2700 Direct Deposit Payable	390.46	18,051.61
05/26/2023	Payroll Check	DD	Laura M. Arnold	PERS - Company Contribution	2700 Direct Deposit Payable	390.46	18,442.07
Total for 2108 PERS							\$1,561.84
NV Unemployment Tax							
05/12/2023	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/26/2023	Payroll Check	DD	Laura M. Arnold	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	NV Unemployment Tax	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax							\$0.00
Total for 2100 Payroll Liabilities with subs							\$1,561.84
2600 Deferred Revenue							
Beginning Balance							45,887.97
Total for 2600 Deferred Revenue							
2700 Direct Deposit Payable							
05/12/2023	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-1,855.43	-1,855.43
05/12/2023	Payroll Check	DD	Laura M. Arnold	Pay Period: 04/28/2023-05/11/2023	-Split-	1,855.43	0.00
05/26/2023	Payroll Check	DD	Laura M. Arnold	Pay Period: 05/12/2023-05/25/2023	-Split-	1,855.42	1,855.42
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	Direct Deposit	1100 Cash in Bank	-612.36	1,243.06
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	Pay Period: 05/12/2023-05/25/2023	-Split-	612.36	1,855.42
05/26/2023	Payroll Check	DD	Laura M. Arnold	Direct Deposit	1100 Cash in Bank	-1,855.42	0.00
Total for 2700 Direct Deposit Payable							\$0.00
2100 Federal Income Withholding							
Beginning Balance							1,583.72
05/11/2023	Tax Payment		IRS	Federal Taxes (941/943/944)	1100 Cash in Bank	-1,742.77	-159.05
05/12/2023	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	603.83	444.78
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	408.15	852.93
05/26/2023	Payroll Check	DD	Laura M. Arnold	Federal Taxes (941/943/944)	2700 Direct Deposit Payable	603.85	1,456.78
Total for 2100 Federal Income Withholding							\$ -126.94
2300 Liability							

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Beginning Balance							-971.08
Total for 2300 Liability							
3000 Opening Bal Equity							
Beginning Balance							1,315.04
Total for 3000 Opening Bal Equity							
3900 2550 Fund Balance							
Beginning Balance							398,885.25
Total for 3900 2550 Fund Balance							
4055 Continuing Education							
Beginning Balance							640.37
05/10/2023	Deposit			BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	30.00	670.37
Total for 4055 Continuing Education							\$30.00
4010 Psychologist Application							
Beginning Balance							615.30
Total for 4010 Psychologist Application							
40100 Psychologist Application							
Beginning Balance							8,940.31
05/10/2023	Deposit			BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	9,090.31
05/10/2023	Deposit			BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	9,240.31
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	9,395.41
05/23/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	9,550.51
05/26/2023	Deposit			Temporary Credit Adjustment on 05/26/23 XXXXXXXXXX069419 Claim # XXXXX6518329	Card # 1100 Cash in Bank	150.00	9,700.51
05/26/2023	Deposit			Temporary Credit Adjustment on 05/26/23 XXXXXXXXXX069419 Claim # XXXXX6518329	Card # 1100 Cash in Bank	150.00	9,850.51
05/26/2023	Deposit			Temporary Credit Adjustment on 05/26/23 XXXXXXXXXX069419 Claim # XXXXX6518329	Card # 1100 Cash in Bank	150.00	10,000.51
05/26/2023	Deposit			Temporary Credit Adjustment on 05/26/23 XXXXXXXXXX069419 Claim # XXXXX6518329	Card # 1100 Cash in Bank	150.00	10,150.51
05/26/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX24053755 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	10,305.61
05/26/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX24053755 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	10,460.71
05/26/2023	Deposit			Temporary Credit Adjustment on 05/26/23 XXXXXXXXXX069419 Claim # XXXXX6518329	Card # 1100 Cash in Bank	150.00	10,610.71
Total for 40100 Psychologist Application							\$1,670.40
40101 PA Application							
Beginning Balance							3,999.32
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	4,154.42
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	4,309.52
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	4,464.62
05/23/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	4,619.72

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DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/23/2023	Deposit		Refund - paid twice	1100 Cash in Bank	-155.10	4,464.62
Total for 40101 PA Application					\$465.30	
40102 Intern Application						
Beginning Balance						925.50
05/12/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	1,080.60
05/26/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX24053755 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	1,235.70
Total for 40102 Intern Application					\$310.20	
40103 Trainee Application						
Beginning Balance						2,430.60
05/12/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	155.10	2,585.70
Total for 40103 Trainee Application					\$155.10	
Total for 4010 Psychologist Application with subs					\$2,601.00	
4015 Psychologist State Exam						
Beginning Balance						9,025.38
05/10/2023	Deposit		BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	200.00	9,225.38
05/10/2023	Deposit		BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	200.00	9,425.38
05/10/2023	Deposit		BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	200.00	9,625.38
05/12/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.64	9,832.02
05/12/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.64	10,038.66
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.64	10,245.30
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.64	10,451.94
05/26/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX24053755 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	206.54	10,658.48
05/26/2023	Deposit		Temporary Credit Adjustment on 05/26/23 Card # XXXXXXXXXX069419 Claim # XXXXX6518329	1100 Cash in Bank	200.00	10,858.48
Total for 4015 Psychologist State Exam					\$1,833.10	
4020 Psych Biennial						
Beginning Balance						170,959.93
Total for 4020 Psych Biennial						
40201 Prorated Psych Biennial						
Beginning Balance						5,647.17
05/10/2023	Deposit		BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	504.85	6,152.02
05/12/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	508.64	6,660.66
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	502.72	7,163.38
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	502.72	7,666.10
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	511.01	8,177.11
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974	1100 Cash in Bank	504.35	8,681.46

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DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD						
Total for 40201 Prorated Psych Biennial					\$3,034.29	
40203 Reinstament of Psych						
Beginning Balance						
						1,387.58
Total for 40203 Reinstament of Psych						
Total for 4020 Psych Biennial with subs					\$3,034.29	
4025 Psychologist Licensing Fee						
40251 New License						
Beginning Balance						
						1,105.00
05/10/2023	Deposit		BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	25.00	1,130.00
05/12/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	1,155.00
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	1,180.00
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	1,205.00
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	25.00	1,230.00
Total for 40251 New License					\$125.00	
40252 Change/Duplicate/Reinstatement						
Beginning Balance						
						138.10
Total for 40252 Change/Duplicate/Reinstatement						
Total for 4025 Psychologist Licensing Fee					\$125.00	
4026 BA Licencing Fee						
40262 Change/Duplicate/Reinstat						
Beginning Balance						
						25.00
Total for 40262 Change/Duplicate/Reinstat						
Total for 4026 BA Licencing Fee						
4028 Registration Fee						
Beginning Balance						
						30.00
Total for 4028 Registration Fee						
40281 Psych Asst fee						
Beginning Balance						
						1,986.11
05/10/2023	Deposit		BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	2,136.11
05/10/2023	Deposit		BKOFAMERICA ATM 05/10 #XXXXX3018 DEPOSIT MEADOWOOD RENO NV CKCD XXXXX9XXXXX69419	1100 Cash in Bank	150.00	2,286.11
05/12/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	154.43	2,440.54
Total for 40281 Psych Asst fee					\$454.43	
40282 Psych Intern Fee						
Beginning Balance						
						311.40
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	77.21	388.61
Total for 40282 Psych Intern Fee					\$77.21	
40283 Psych Trainee						
Beginning Balance						
						425.10

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 40283 Psych Trainee							
Total for 4028 Registration Fee with subs						\$531.64	
4030 Non-Resident Consultant							
	Beginning						902.95
	Balance						
Total for 4030 Non-Resident Consultant							
4040 CE App Fee							
	Beginning						570.21
	Balance						
Total for 4040 CE App Fee							
4045 Verification of Licensure							
	Beginning						207.07
	Balance						
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	21.33	228.40
Total for 4045 Verification of Licensure						\$21.33	
4050 Renewal Late Fee							
	Beginning						3,600.00
	Balance						
Total for 4050 Renewal Late Fee							
4999 Interest							
	Beginning						34.99
	Balance						
Total for 4999 Interest							
307910 7210 Dolt Web SVb							
	Beginning						261.90
	Balance						
05/01/2023	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	31.31	293.21
05/09/2023	Expense		Information Technology	State of Nevada Bill Payment	1100 Cash in Bank	54.41	347.62
05/11/2023	Expense		Information Technology	NV Information Technology Bill Payment	1100 Cash in Bank	12.72	360.34
Total for 307910 7210 Dolt Web SVb						\$98.44	
9100 Payroll Expenses							
	Beginning						612.00
	Balance						
05/17/2023	Expense		QuickBooks Payroll Service	INTUIT * DES:QBooks Pay ID:1122066 OF PSYCHOLGIC CO ID:XXXXX56346 CCD	INDN:NV BOARD 1100 Cash in Bank	65.00	677.00
Total for 9100 Payroll Expenses						\$65.00	
9110 Company Contributions							
Retirement							
	Beginning						12,521.46
	Balance						
05/12/2023	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit Payable	390.46	12,911.92
05/26/2023	Payroll Check	DD	Laura M. Arnold	Employer Retirement Contribution	2700 Direct Deposit Payable	390.46	13,302.38
Total for Retirement						\$780.92	
Total for 9110 Company Contributions						\$780.92	
9130 Wages							
	Beginning						53,948.99
	Balance						
05/12/2023	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,647.21	56,596.20
05/26/2023	Payroll Check	DD	Laura M. Arnold	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	2,647.21	59,243.41
Total for 9130 Wages						\$5,294.42	
Taxes							

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
9111 Federal Taxes (941/944)							
	Beginning Balance						1,980.85
05/12/2023	Payroll Check	DD	Laura M. Arnold	Social Security Employer	2700 Direct Deposit Payable	164.13	2,144.98
05/12/2023	Payroll Check	DD	Laura M. Arnold	Medicare Employer	2700 Direct Deposit Payable	38.38	2,183.36
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	Medicare Employer	2700 Direct Deposit Payable	13.74	2,197.10
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	Social Security Employer	2700 Direct Deposit Payable	58.77	2,255.87
05/26/2023	Payroll Check	DD	Laura M. Arnold	Medicare Employer	2700 Direct Deposit Payable	38.39	2,294.26
05/26/2023	Payroll Check	DD	Laura M. Arnold	Social Security Employer	2700 Direct Deposit Payable	164.13	2,458.39
Total for 9111 Federal Taxes (941/944)						\$477.54	
NV Unemployment Tax							
05/12/2023	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/12/2023	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/26/2023	Payroll Check	DD	Laura M. Arnold	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
05/26/2023	Payroll Check	DD	Laura M. Arnold	NV SUI Employer	2700 Direct Deposit Payable	0.00	0.00
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	NV Career Enhancement Program	2700 Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
Total for Taxes						\$477.54	
Total for 9100 Payroll Expenses with subs						\$6,617.88	
5100 Board Sal							
	Beginning Balance						6,200.00
Total for 5100 Board Sal							
5175 Board Staf							
51753 Investigator Salary							
	Beginning Balance						6,833.50
05/26/2023	Payroll Check	DD	Gary C. Lenkeit	Gross Pay - This is not a legal pay stub	2700 Direct Deposit Payable	948.00	7,781.50
Total for 51753 Investigator Salary						\$948.00	
Total for 5175 Board Staf						\$948.00	
5250 Workers Compensation							
	Beginning Balance						925.82
Total for 5250 Workers Compensation							
5300 PERS							
	Beginning Balance						14,135.65
05/11/2023	Expense		PERS	TRANSFER NV BOARD OF PSYCHOLO:Public Employee's Re Confirmation# XXXXX16320	1100 Cash in Bank	1,561.86	15,697.51
Total for 5300 PERS						\$1,561.86	
6000 Travel Exp							
	Beginning Balance						456.96
05/17/2023	Expense		Sheila Young, Ph.D.	Sheila Young Bill Payment	1100 Cash in Bank	155.74	612.70

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 6000 Travel Exp						\$155.74	
6100 Out of State Travel							
6101 Meals							
Beginning Balance							137.00
Total for 6101 Meals							
6102 Lodging							
Beginning Balance							699.72
Total for 6102 Lodging							
6106 Air Tvl							
Beginning Balance							1,555.92
Total for 6106 Air Tvl							
Total for 6100 Out of State Travel							
6200 In State Travel							
6250 Air Tvl							
Beginning Balance							440.96
Total for 6250 Air Tvl							
Total for 6200 In State Travel							
7015 Supplies							
Beginning Balance							280.79
Total for 7015 Supplies							
7020 Office Expense							
Beginning Balance							1,582.47
Total for 7020 Office Expense							
7040 Print-Copy							
Beginning Balance							530.38
05/23/2023	Expense		Business Card	Ubeo Business Services Bill Payment	1100 Cash in Bank	3.10	533.48
Total for 7040 Print-Copy						\$3.10	
7050 Rent							
Beginning Balance							9,835.38
05/01/2023	Expense		Kietzke Plaza	Kietzke Plaza Bill Payment	1100 Cash in Bank	1,114.46	10,949.84
Total for 7050 Rent						\$1,114.46	
85100 Shredding							
Beginning Balance							185.00
05/08/2023	Expense		Shred-it Reno	Shred-it USA Bill Payment	1100 Cash in Bank	37.00	222.00
Total for 85100 Shredding						\$37.00	
Total for 7020 Office Expense with subs						\$1,154.56	
7100 Postage							
Beginning Balance							517.79
Total for 7100 Postage							
7200 Utilities							
7210 Dolt Web SV							
Beginning Balance							630.74
Total for 7210 Dolt Web SV							
7290 Telephone							
Beginning Balance							1,273.69
05/09/2023	Expense		AT&T	AT&T Local and Long Distance Bill Payment	1100 Cash in Bank	62.30	1,335.99

NV State Board of Psychological Examiners

General Ledger

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/23/2023	Expense		AT&T	AT&T Local and Long Distance Bill Payment	1100 Cash in Bank	69.64	1,405.63
Total for 7290 Telephone						\$131.94	
72901 Long Distance							
Beginning Balance							58.39
Total for 72901 Long Distance							
72902 Internet							
Beginning Balance							63.45
Total for 72902 Internet							
Total for 7290 Telephone with subs						\$131.94	
Total for 7200 Utilities						\$131.94	
7500 Copy Lease							
Beginning Balance							1,088.79
05/22/2023	Expense		Canon Financial Services, Inc.	Canon Financial Services Bill Payment	1100 Cash in Bank	137.79	1,226.58
Total for 7500 Copy Lease						\$137.79	
7770 Software							
Beginning Balance							3,030.47
05/11/2023	Expense			Google Suite	1100 Cash in Bank	60.00	3,090.47
05/11/2023	Expense			Jotform	1100 Cash in Bank	19.00	3,109.47
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	19.99	3,129.46
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	-19.99	3,109.47
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	19.99	3,129.46
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	69.99	3,199.45
05/23/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	134.99	3,334.44
05/23/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	134.99	3,469.43
05/23/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	-134.99	3,334.44
Total for 7770 Software						\$303.97	
7777 Database							
Beginning Balance							2,350.95
05/11/2023	Expense			Savvy Techworx	1100 Cash in Bank	776.97	3,127.92
Total for 7777 Database						\$776.97	
8000 Legal & Professional Fees							
Beginning Balance							5,702.55
05/04/2023	Expense		Michelle Fox	Zelle Transfer Conf# oodjxeuv4; Fox, Michelle	1100 Cash in Bank	112.50	5,815.05
Total for 8000 Legal & Professional Fees						\$112.50	
8010 Legal							
Beginning Balance							9,084.11
Total for 8010 Legal							
Total for 8000 Legal & Professional Fees with subs						\$112.50	
8050 Prof Servs							
Beginning Balance							9,619.38
Total for 8050 Prof Servs							
8055 Lobbyist							

NV State Board of Psychological Examiners

General Ledger

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Beginning Balance							10,417.50
05/23/2023	Expense		Kathleen Laxalt	Kathleen Laxalt Bill Payment	1100 Cash in Bank	1,041.75	11,459.25
Total for 8055 Lobbyist							\$1,041.75
Total for 8050 Prof Servs with subs							\$1,041.75
8250 Dues & Reg							
Beginning Balance							1,680.00
Total for 8250 Dues & Reg							
8255 Membership							
Beginning Balance							3,328.00
Total for 8255 Membership							
Total for 8250 Dues & Reg with subs							
8500 Admin Serv							
8520 LCB							
Beginning Balance							850.00
Total for 8520 LCB							
Total for 8500 Admin Serv							
9001 Banking Fees							
05/11/2023	Expense			International Trans Fee	1100 Cash in Bank	23.31	23.31
Total for 9001 Banking Fees							\$23.31
9002 Bank Crgs							
Beginning Balance							126.60
05/12/2023	Expense		CD Transfer	External transfer fee - 3 Day - 05/11/2023 XXXXX6490	1100 Cash in Bank	1.00	127.60
Total for 9002 Bank Crgs							\$1.00
Total for 9001 Banking Fees with subs							\$24.31
90100 Miscellaneous Expense							
Beginning Balance							-667.02
Total for 90100 Miscellaneous Expense							
PayPal Fees							
Beginning Balance							11,308.28
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.11	11,313.39
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,319.29
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	19.11	11,338.40
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,344.30
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	7.70	11,352.00
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,357.90
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	1.23	11,359.13
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	7.70	11,366.83
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,372.73
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,378.63
05/12/2023	Deposit			PAYPAL DES:TRANSFER ID:XXXXX58383115 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,384.53

NV State Board of Psychological Examiners

General Ledger

May 2023

DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	18.91	11,403.44
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	19.20	11,422.64
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	6.67	11,429.31
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	6.67	11,435.98
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	18.09	11,454.07
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,459.97
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,465.87
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	16.27	11,482.14
05/23/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX65436974 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	2.80	11,484.94
05/26/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX24053755 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,490.84
05/26/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX24053755 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,496.74
05/26/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX24053755 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	6.67	11,503.41
05/26/2023	Deposit		PAYPAL DES:TRANSFER ID:XXXXX24053755 INDN:NEVADA BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	1100 Cash in Bank	5.90	11,509.31
Total for PayPal Fees					\$201.03	
Uncategorized Expense						
	Beginning					96.00
	Balance					
Total for Uncategorized Expense						
Reconciliation Discrepancies-1						
	Beginning					0.30
	Balance					
Total for Reconciliation Discrepancies-1						

**Nevada Board of Psychological Examiners
Board Meeting Staff Report**

DATE: June 2, 2023

ITEM:

4C - (For Possible Action) Discussion and Possible Action to Approve the Proposed Budget for Fiscal Year 2024 (July 1, 2023, Through June 30, 2024).

SUMMARY:

As discussed during the May 12, 2023, meeting, FY23 budget's performance and the projections made from that went into preparing the proposed FY2024 budget, which is intended to align with the actual numbers they represent and projections moving forward. While there may be further adjustments as we close out FY 2023, these numbers are intended to represent as best as can be done the numbers and accurate projections we can expect to see throughout FY2024. As we move through FY2024, adjustments will be made to the budget as are warranted.

**NV State Board of Psychological Examiners
Proposed Budget - Fiscal Year 2024**

		FY24 Budgeted Amount	FY24 Actual	% actual to budget
INCOME				
Deferred Revenue				
	Renewals - 7/1/23 and 1/1/24	161,460.66		0.00%
	Late Renewals - 7/1/23	31,639.96		0.00%
	New Licensure and Registrations	10,196.68		0.00%
Regular Revenue	23-24 Biennium Q4 New Licensure and Registrations			
	Applications			
	Psychologist Application	8,500.00		0.00%
	PA Application	3,500.00		0.00%
	Intern Application	800.00		0.00%
	Trainee Application	1,250.00		0.00%
	Non-Resident Consultant	800.00		0.00%
	CE App Fee	1,000.00		0.00%
	Other			

	Late Fees			
	Psychologist State Exam	8,000.00		0.00%
	New and Duplicate License	1,000.00		0.00%
	Verification of Licensure	200.00		0.00%
	Cost Recovered (Disciplinary)			
	Interest, Misc	50.00		0.00%
Total Income		\$228,397.30		0.00%

Payroll Expenses		FY23 Budgeted Amount	FY24 Actual	% actual to budget
	Board Salary/Per Diem	9,000.00		0.00%
	Executive Director	60,600.00		0.00%
	Staff Salary (Part-Time)	18,000.00		0.00%
	Staff Benefits Reserve	1,500.00		0.00%
	Investigator Salary	10,000.00		0.00%
	Workers Compensation	1,000.00		0.00%
	PERS	19,000.00		0.00%
	Payroll Taxes (SS, Medicare)	4,000.00		0.00%
	Other	700.00		0.00%
	Total Payroll	123,800.00		0.00%

Operating Expenses		FY23 Budgeted Amount	FY24 Actual	% actual to budget
	Out of State	6,500.00		0.00%

	Meals			
	Lodging			
	Airfare			
	In-State Travel	1,000.00		
	Supplies	500.00		0.00%
	Office Expense (Office Furniture, Shredding, Office Equipment)	2,000.00		0.00%
	Print-Copy	700.00		0.00%
	Copy Lease	1,400.00		0.00%
	Rent	14,500.00		0.00%
	Postage	250.00		0.00%
	DoIt Web SV	1,000.00		0.00%
	Telephone & Internet	1,750.00		0.00%
	Software & Database	7,000.00		0.00%
	Legal & Professional Fees	30,000.00		0.00%
	Tort Claim	1,000.00		0.00%
	Professional Services (Auditor, Bookkeeper, Lobbyist)	25,000.00		0.00%
	Dues & Reg (ASPPB, Conf, Continuing Ed)	6,000.00		0.00%
	Admin Services (LCB)	1,000.00		0.00%
	Banking Fees	250.00		0.00%
	PayPal Fees (against regular revenue)	1,000.00		
	Miscellaneous Expense	500.00		0.00%
	Uncategorized Expense	300.00		
	Total Expenses	\$101,650.00		0.00%
	Total Expenses + Payroll	\$225,450.00	\$0.00	0.00%

Total Income	\$ 228,397.30	\$0.00	0.00%
Final Balance	\$2,947.30	\$0.00	

**Nevada Board of Psychological Examiners
Board Meeting Staff Report**

DATE: June 2, 2023

ITEM:

5A. (For Possible Action) Report, Discussion and Possible Action on Legislative Activities, including the work of Interim Committees, the 2023 Session of the Nevada Legislature, and any position the Board may take on Bills and Bill Draft Requests that the Board is tracking, following, or that may impact the Board and its Operations.

Following is a table of the legislative bills that the Board has been tracking or following that are of interest to or may impact the Board and its operations. The relevant, accompanying summaries are high level and for informational purposes only. More information about this Legislative Session's bills and bill text are available on the Nevada Electronic Legislative Information System (NELIS):

<https://www.leg.state.nv.us/App/NELIS/REL/82nd2023>

Bill No.	Relevant Summary	Status
AB37	Authorizes the establishment of the Behavioral Health Workforce Development Center of Nevada at one or more institutions within the Nevada System of Higher Education.	Passed through Assembly Revenue during 4/11/23 work session Heard by Assembly Ways and Means on May 18, 2023
AB69	Makes certain providers of behavioral health care eligible to participate in the program of loan repayment administered by the Nevada Health Service Corps, which encourages practitioners of certain health care professions to practice in areas of Nevada in which there is a shortage of that type of practitioner.	Amended and passed as amended through Assembly Education during 3/14/2023 work session

AB156	Establishes (1) the order in which a provider or program is required to prioritize persons for participation in certain publicly funded programs for the treatment of alcohol or other substance use disorders, and (2) certain requirements to ensure the access of offenders or prisoners who have been diagnosed with an opioid use disorder to medication-assisted treatment and the continuation of such treatment upon the release or transfer of such offenders or prisoners.	Amended and passed as amended through Assembly Health and Human Services during 4/7/2023 work session Heard by Assembly Ways and Means on May 25, 2023
AB198	Provides for the registration of health care providers who are not licensed in this State to provide services through telehealth to patients located in this State and for the regulation of those providers. Revises the circumstances under which a provider of health care is authorized to provide services through telehealth to a patient located in this State.	Amended and passed as amended through Assembly Commerce and Labor 4/14/2023 work session Amended and passed as amended through Senate Commerce and Labor 5/19/2023 work session
AB219	Notwithstanding the authority of a public body to conduct a meeting by remote technology, requires a member of a public body to attend at least 25% of the public body's meetings in person at a physical location designated for the meeting where the members of the general public are permitted to attend and participate. As amended: A public body may not hold a meeting to consider a contested case or a regulation by means of a remote technology system unless there is a physical location for the meeting where members of the general public are permitted to attend and participate. If such a meeting is conducted using a remote technology system, before the first period of the day devoted to public comment, the clear and complete instructions for a member of the general public to be able to call in to the meeting to provide public comment, including a telephone number or any necessary identification number of the meeting or other access code, must be read verbally.	Amended and passed through Assembly Government Affairs 4/12/23 work session Amended and passed through Senate Government Affairs 5/17/23 work session

AB236	Removes the exceptions that would permit a person to represent himself or herself as a psychologist without having been issued a license by the Board of Psychological Examiners, and specifies or revises existing law governing psychologists and the use of the title "psychologist" as they relate to the teaching of psychology or psychological research that does not involve the delivery or supervision of direct psychological services only when those activities are conducted at an accredited educational institution.	Passed through Assembly Commerce and Labor during 3/22/23 work session Passed through Senate Commerce and Labor during 5/8/2023 work session
AB244	Establishes the substantive rights of a person compelled to submit to a mental or physical examination under certain circumstances, and authorizes a person who has been aggrieved by the violation of certain rights to institute an action for injunctive and other relief.	Amended and passed as amended through Assembly Judiciary during 4/13/2023 Amended and passed as amended through Senate Commerce and Labor 5/19/2023
AB312	Creates and establishes duties for the Commission on Environmental Justice, and establishes requirements for agencies to determine the environmental impact of a proposed regulation on historically underserved communities.	Amended and passed as amended during Assembly Government Affairs 4/13/2023
AB363	Provides form for restrictions on the aspects of the criminal history of an applicant that certain licensing entities are authorized to consider in determining whether to issue the applicant a license and the procedures a licensing entity must follow to deny an applicant a license based on his or her criminal history.	Heard by Assembly Commerce and Labor 4/5/2023 No action during 4/14/2023 work session Failed Committee passage deadline
AB402	Requires regulatory bodies to submit to the Governor and the Legislature a biennial report containing information concerning each occupation or profession licensed and regulated by the regulatory body related to licensure of and reciprocity for that occupation or profession in other states.	Failed Committee passage deadline

SB119	Provides for the continuation of a requirement that certain third-party payers cover services provided through telehealth, except for services provided through audio-only interaction, in the same amount as services provided in person or through other means.	Amended and passed as amended through Senate Health and Human Services during 4/11/2023 work session Passed through Assembly Health and Human Services 5/17/2023
SB150	Provides for the issuance of a provisional license to psychological assistants, psychological interns and psychological trainees, and revises certain fees charged to psychological assistants, psychological interns and psychological trainees.	Failed Committee passage deadline
SB156	Provides certain requirements for a public body to conduct a meeting by means of a remote technology system during certain emergencies.	Heard by Senate Government Affairs on 4/7/23 Failed Committee passage deadline
SB210	Declares that the public policy of the State of Nevada includes that persons appointed to certain public bodies by the Governor should reflect the diversity of the State.	Passed through Senate Government Affairs during 4/7/23 work session Passed through Assembly Commerce and Labor during 5/12/2023 work session
SB267	Requires certain health insurance plans to reimburse a psychologist for certain services rendered by a registered psychological assistant, psychological intern or psychological trainee under the supervision of the psychologist.	Failed Committee passage deadline
SB300	Makes an appropriation from the State General Fund to the University of Nevada, Las Vegas, for a grant program for certain interns.	---
SB365	Revises requirements governing training in cultural competency for agents and employees of certain health facilities.	Heard by Senate Health and Human Services hearing on 4/13/23 Failed Committee passage deadline

SB373	Requires the head of each agency of the Executive Department of the State Government to designate certain information and documents as vital information and documents, and requiring the head of each such agency to ensure that such vital information and documents are translated and made available in certain languages.	Amended and passed as amended during Senate Government Affairs 4/14/23 work session Heard by Senate Finance on 5/19/2023
SB399	Requires certain regulatory bodies to issue a professional or occupational license by endorsement under certain circumstances.	Failed Committee passage deadline
SB431	Appointment of a Secretary of Commerce and Administration in the Governor's Cabinet to have administrative oversight and responsibility for, among many others, the Nevada Board of Psychological Examiners.	Mentioned (no jurisdiction) by Senate Ways and Means on 4/13/23 Heard by Senate Government Affairs on 4/26/2023

Executive Director Report
Office Stats - Fiscal Year 23

ITEM 6E

		5/23	4/23	3/23	2/23	1/23	12/22	11/22	10/22	9/22	8/22	7/22	FY23 Totals
Psychologists	Licenses Issued	5	5	4	2	6	4	1	4	5	3	4	43
	Applications Received	12	5	7	6	4	5	6	2	6	9	3	65
Psychological Assistants	Registrations Issued	1	0	0	0	2	1	1	1	6	3	2	17
	Applications Received	3	3	1	1	1	1	1	1	3	2	2	19
Psychological Interns	Registrations Issued	0	0	0	0	0	1	0	0	1	1	0	3
	Applications Received	2	0	0	1	0	0	1	2	1	0	1	8
Psychological Trainees	Registrations Issued	0	0	7	0	1	1	0	1	4	2	0	16
	Applications Received	1	0	1	7	0	0	1	1	1	1	3	16
Non-Resident Consultants	Registrations Issued	0	0	1	2	0	0	1	2	2	0	0	8
Background Checks	Reviewed	2	1	0	0	1	0	1	0	0	1	0	6
Continuing Education	Applications Reviewed	2	6	4	4	5	3	1	2	4	7	3	41
State Exams	Administered	5	7	3	3	4	4	2	4	6	7	4	49
Complaints	Received	1	1	2	3	0	0	0	1	1	0	0	9
	Informal	0	0	1	1	2	1	2	2	1	2	3	15
Totals		34	28	31	30	26	21	18	23	41	38	25	315

**NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS'
APPLICATION TRACKING EQUIVALENCY AND MOBILITY
"ATEAM" COMMITTEE**

June 2, 2023

Executive Director's Notes for Item 11.

Review of Dr. Lenkeit's Proposed Addenda to the Board's Complaint and Disciplinary Policy regarding Court Ordered Evaluations and Court Ordered Psychological Services.

Dr. Lenkeit has requested that he be permitted to propose addenda to the Board's Complaint and Disciplinary Policy related to Court Ordered Evaluations and Court Ordered Psychological Services.

Following is the current version of the Board's Complaint and Disciplinary Policy (Item 11), followed by Dr. Lenkeit's proposed addendum to the Complaint Policy regarding Court Ordered Evaluations (Item 11A) and his proposed addendum to the Complaint Policy regarding Court Ordered Psychological Services (Item 11B).



NEVADA STATE BOARD OF PSYCHOLOGICAL EXAMINERS

Complaint and Disciplinary Policy

Purpose

The Nevada Legislature created the Nevada State Board of Psychological Examiners (Board) to regulate the practice of psychology because it is a learned profession, affecting public safety, health, and welfare and subject to regulation to protect the public from the practice of psychology by unqualified persons and from unprofessional conduct by persons licensed to practice psychology.¹ The Board is charged with enforcing Nevada Revised Statutes (NRS) Chapter 641 and Nevada Administrative Code (NAC) Chapter 641 for the protection and benefit of the public.²

The Nevada Legislature further established minimum procedural requirements for the adjudication of contested cases pending before the Board, in order to ensure that the due process rights of psychologists and other persons are protected and to establish uniformity in procedure across regulatory bodies.³

It is the intent of the Board, through this policy, to carry out the mission delegated to it by the Nevada Legislature, as described above.

Definitions

1. "Complainant" refers to the party making the complaint.
2. "Respondent" refers to the subject of a complaint.
3. "Investigator" refers to the investigator employed by the Nevada Board of Psychological Examiners.
4. "Executive Director" refers to the administrative staff employed by the Nevada Board of Psychological Examiners.
5. "Board" refers to the Nevada Board of Psychological Examiners.
6. "NRS" refers to Nevada Revised Statutes
7. "NAC" refers to Nevada Administrative Code

¹ NRS 641.010

² NRS 622.080

³ NRS 233B.020; NRS 622A.130

Procedure

1. Complaint Investigation Procedure:

- a. Any person may file a written complaint regarding the practice of psychology in this State with the Board office.⁴ The complaint may be against a psychologist, an unlicensed person, or an applicant for licensure.
 - i. Anonymous complaints will be accepted by the Board. However, depending on the information provided by the complainant, it may be difficult to fully investigate an anonymous complaint and/or an anonymous complaint may be more likely to be deemed frivolous.
 - ii. If the Board office receives a complaint against a person who is not licensed by the Board and/or is not practicing psychology, the Board office shall forward the complaint to the appropriate licensing board.⁵
- b. The Executive Director shall maintain oversight of the complaints process, and generally serve as liaison between the Complainant, Respondent, Board investigators and Board legal counsel, unless otherwise described within this policy.
- c. The Executive Director shall assign an investigator to review all complaints filed with the Board to see if they raise serious concerns regarding the immediate health, safety, and welfare of the public such that emergency action is required. If a complaint raises such concerns, refer to the "Special Situations" section of this policy (#3, page 8).
- d. If applicable, the complainant must sign a release of records, allowing the respondent to provide the Board office with records regarding the complainant and/or the client in response to the complaint.
 - i. If the complainant is legally authorized to sign a release of records and fails to sign a release of records, unless in the view of the assigned Board investigator extraordinary cause exists, the complaint will be deemed invalid and the complaint will be dismissed without investigation or action.
 - ii. If the complainant is not legally authorized to sign a release of records for the complainant and/or the client, the Board may

⁴ NRS 641.250(1). The filing of a frivolous complaint by a psychologist may be grounds for disciplinary action. NRS 641.230(1)(d); NAC 641.208(3) (A psychologist shall "not engage in conduct in the practice of psychology which evidences moral unfitness to practice the profession.").

⁵ NRS 629.079. The Board still may investigate unlicensed activity and/or take action regarding the unlicensed practice of psychology.

subpoena those records necessary to investigate the complaint pursuant to NRS 641.245.⁶ See Sample Subpoena (Appendix A).

- e. After receiving a complaint pursuant to NRS 641.250, the Board office will forward the complaint to a Board investigator for review.
- f. If the Board investigator reviews a complaint and determines it is not frivolous,⁷ unless the Board investigator believes extraordinary cause exists,⁸ the psychologist or other person named in the complaint will be notified of the complaint by letter sent to his/her/their last known address on file with the Board. See Sample Letter attached as Appendix B. If the complaint is against a psychologist, the psychologist must respond to the Board's letter within thirty (30) days.⁹
 - i. If the Respondent does not respond to the Board's letter within thirty (30) days, the Board's attorney will send, or direct the Executive Director to send, a letter to the psychologist at his/her/their last known address on file with the Board by regular and certified mail informing him/her/them of his/her/their duty to respond to the complaint pursuant to NAC 641.210(2) and that failure to do so may result in disciplinary action. The Board's attorney's letter will provide the psychologist with at least twenty (20) additional days to respond. See Sample Letter attached as Appendix C.
 - ii. If the Respondent does not respond, the Board office will file a complaint against the Respondent for his/her/their failure to respond and notice of this complaint will be sent to the Respondent and the matter will be assigned to a Board investigator for investigation.
 - 1. A psychologist's failure to update his/her/their license with the Board will only be a defense to the psychologist's failure to respond to the Board's letter and the Board's attorney's

⁶ A Board member must review and sign subpoenas prior to their issuance pursuant to NRS 641.245. The Board President will review and sign subpoenas issued pursuant to this provision unless the Board President has a conflict or is unavailable. In that situation, the Board Secretary-Treasurer will review and sign the subpoena. If both the Board President and the Board Secretary Treasurer have a conflict or are otherwise unavailable, any remaining member of the Board may review and sign the subpoena.

⁷ NRS 641.270.

⁸ An example of extraordinary cause may be a situation where the complainant could be in danger if the psychologist or other person is notified of the complaint at this stage in the investigation.

⁹ NAC 641.210(2). Failure to respond to the Board office within thirty (30) days may be ground for disciplinary action against the psychologist.

letter if the address change was for less than thirty (30) days.¹⁰

- g. If the person named in the complaint retains an attorney to represent him/her/them during the investigative process, all future communications between the Board office or the Board investigator and the person named in the complaint will be done through the Board attorney and the attorney for the person named in the complaint. Requests for extensions of time to respond, requests for more information, responses to requests for information, or other communications made during the investigation will be made attorney to attorney and not from Board staff to the person named in the complaint, unless otherwise directed by the Board's attorney that the executive director communicate with the Respondent and/or his/her/their attorney.
- h. If the Board investigator reviews a complaint and determines it is invalid, he/she/they will draft a report regarding his/her/their review and determination. This report and the complaint will be reviewed by the Board's attorney. If the Board's attorney concurs with the Board investigator's determination, the Board investigator will recommend that the Board dismiss the complaint at its next meeting.
- i. When the psychologist or other person named in the complaint's response to the complaint is received, the Board office will forward the complaint, the response, and any relevant records or other information provided by either the complainant or the respondent to a Board investigator for investigation.
- j. The Board investigator's investigation will include a review of the complaint, the response, and other records or information received to determine if there is any violation of NRS Chapter 641, NAC Chapter 641, the American Psychological Association Code of Ethics, or NRS Chapter 629.
- k. At the Board investigator's discretion, he/she/they may interview the parties, including the complainant and the respondent, as well as any possible witnesses as part of his/her/their investigation. These interviews may be conducted by phone or other means that the Board investigator deems appropriate. If any of the parties are represented by counsel, the Board investigator will confer with the Board's attorney to determine how to proceed in order to ensure that the party's rights are protected.
- l. If the Board investigator believes that more information is necessary to adequately investigate the complaint, the Board investigator may send, or

¹⁰ See NAC 641.210(3).

request that the executive director send, a letter to the complainant or the respondent requesting such information. The Board investigator's letter shall be mailed to the complainant or the respondent by regular and certified mail. If available, the Board investigator, or executive director, may communicate with either party by e-mail. A deadline for receipt of a response to that letter which must be not less than thirty (30) days shall be provided.

- m. If the Board investigator believes that more information is necessary to adequately investigate the complaint and a written letter or interview will not allow the Board investigator to obtain that information,¹¹ the Board investigator may request a subpoena requesting that information be issued pursuant to NRS 641.245.¹²
- n. In conjunction with investigating some complaints, the Board's investigator may determine that it is necessary to ask a psychologist named in a complaint to complete a mental or physical examination pursuant to NRS 641.272. For more information, please review the "Special Situations" section of this policy, III (B).
- o. After gathering all necessary evidence and information, the Board investigator shall determine whether the psychologist or other person named in the complaint has violated NRS Chapter 641, NAC Chapter 641, the American Psychological Association Code of Ethics, or NRS Chapter 629.
 - i. In order to protect the public, the Board investigator's determination is not limited to the allegations alleged by the complainant in the complaint. Instead, any violations that are discovered in the investigation by the investigator should be included and addressed in the investigator's report.
- p. The Board investigator shall draft a written report containing his/her/their determination regarding the alleged violations as well as any additional violations discovered in his/her/their investigation. The report must include the following:

¹¹ For example, depending on the allegations in the complaint, the Board investigator may want to review a pharmacy utilization report for the person named in the complaint. If this is necessary, the Board investigator should contact the Board's Executive Director and the Board's attorney so that an appropriate request may be made to the State of Nevada, Board of Pharmacy.

¹² A Board member must review and sign subpoenas prior to their issuance pursuant to NRS 641.245. The Board President will review and sign subpoenas issued pursuant to this provision unless the Board President has a conflict or is unavailable. In that situation, the Board Secretary-Treasurer will review and sign the subpoena. If both the Board President and the Board Secretary Treasurer have a conflict or are otherwise unavailable, any remaining member of the Board may review and sign the subpoena.

- i. A summary of the allegations against the psychologist or other person named in the complaint;
- ii. A summary of the psychologist or other person named in the complaint's response to the allegations;
- iii. A summary of any other allegations discovered in the investigation as well as the psychologist or other person named in the complaint's response to those allegations, if applicable;¹³
- iv. A summary of the Board investigator's case analysis which shall include:
 1. Specific reference to evidence supporting the allegations that the Board's investigator believes should be pursued in the disciplinary proceeding, copies of that evidence, as applicable; and specific reference to the violations of NRS 641, NAC 641, NAC 629 and/or the American Psychological Association Code of Ethics sections that the investigator has concluded the respondent has violated.
- v. If the complaint is against an applicant for a license, the Board's ability to sanction the person may be limited. However, the Board investigator may recommend that this complaint be considered when evaluating the person's application, pursuant to NRS 641.170. The Board investigator may recommend that licensure be denied to the applicant or granted under specified conditions. In that situation, the person must be noticed to appear at a meeting as required by the Open Meeting Law wherein the Board investigator's recommendation will be presented to the Board and allowing the person to present his/her/their own information to the Board regarding his/her/their application.
- vi. In his/her/their, the Board investigator may recommend that the psychologist be required to provide fingerprints to the Board office at the initiation of disciplinary proceedings as authorized by NRS 622.360.
- q. The Board investigator's report must be included in the Board office file regarding the complaint.
- r. The Board investigator, in consultation with the Board's attorney, shall also include in his/her/their report recommendations regarding the

¹³ The psychologist or other person named in the complaint will be notified of these allegations before the matter proceeds to discipline pursuant to NRS 233B.127(3) and given an opportunity to respond.

category of the violation, the seriousness of the violation, recommended sanctions regarding the violation, and any other information that he/she/they believes is relevant.

- s. If the Board investigator believes that the complaint should be dismissed, the Board investigator shall provide a summary of his/her/their investigation and the reasons supporting his/her/their recommendation that the complaint be dismissed by the Board at its next meeting. The Board may vote at that meeting to dismiss the complaint as recommended.
- t. If the Board investigator, in consultation with the Board's attorney, believes that the matter should proceed to discipline (whether a hearing, settlement agreement, or other proceeding), the Board investigator's report to the Board will include only the type of violation (statute or other category of violation) and the fact that the matter has been sent to the Board's attorney for initiation of disciplinary action. If there is a question or another opinion is necessary, another Board investigator may be asked to review the complaint, response, documents received, and recommendations from the assigned Board investigator. If necessary due to extraordinary circumstances, a member of the Board may be designated as an "investigating Board member" pursuant to NRS 233B.122 and provide this additional review.¹⁴
- u. Once a matter is assigned to the Board's attorney, the Board's attorney shall send a letter to the psychologist or person named in the complaint by regular and certified mail providing him/her/them with a summary of the allegations substantiated in the complaint and providing him/her/them with an additional opportunity to respond to the allegations prior to the initiation of disciplinary proceedings¹⁵ against him/her/them.¹⁶ See Sample Letter attached as Appendix D. This response will be reviewed by the Board's attorney and the Board investigator. This response may lead to additional investigation, revision of the Board investigator's report, or other action prior to the initiation of disciplinary proceedings. If this response leads to the recommendation that the matter be dismissed, the

¹⁴ In this situation, the "investigating Board member" must recuse from any decision regarding this complaint.

¹⁵ The initiation of disciplinary proceedings is the sending of a complaint and notice of hearing to the respondent by the Board's attorney. *See* NRS 622A.300(1).

¹⁶ NRS 233B.127(3). This is required for cases where there may be a suspension or revocation. Best practice is to do this for all cases. This ensures that the psychologist or other person named in the complaint is informed about any additional allegations discovered in the investigation, but not included in the complaint prior to the initiation of disciplinary action.

Board investigator's report should be updated to include reasons for this decision and the procedure outlined in step 16 should be followed.

- v. While the goal is not to have the Board's attorney investigate a complaint and risk becoming a witness in the matter should it proceed to a hearing before the Board, the Board's attorney is available and should be consulted by the Board investigator, as necessary throughout the investigation of a complaint.
 - w. The Board will follow the requirements of NRS Chapters 233B, 241, 622, 622A, 629, 641, and NAC Chapter 641 in the adjudication of complaints before the Board, including the approval of settlement agreements.
2. Reporting of Disciplinary Activity:

- a. The Board's Executive Director shall submit quarterly reports on or before the 20th day of January, April, July, and October to the Legislative Counsel Bureau as required by NRS 622.100. These reports must be submitted electronically and shall include a summary of each disciplinary action taken by the Board during the immediately preceding calendar quarter against any licensee.
- b. Within 30 days of the Board's disciplinary action, the Board's Executive Director must submit reports regarding disciplinary action to the National Practitioner Databank as required by federal law, and to the Association of State and Provincial Psychology Boards.
- c. The Board's Executive Director shall report any disciplinary action taken against a psychologist or other person that may involve insurance fraud to the Office of the Attorney General's Insurance Fraud Unit. More information about making this report is available at:
http://ag.nv.gov/About/Criminal_Justice/Insurance_Fraud/.
- d. Within 30 days, the Board's Executive Director shall provide copies of all disciplinary actions to the Administrator of the Division of Public and Behavioral Health in the Department of Health and Human Services by sending a true and correct copy of the action by U.S. Mail.
- e. The Board's Executive Director shall post information regarding disciplinary action against a psychologist, psychological assistant, psychological intern, psychological trainee, or other person on the Board's website not later than 30 days after the Board's action. This report shall include the following information:
 - i. Discipline Type: Settlement or Order,
 - ii. A list of the specific statutes or regulations violated,

- iii. A summary of the penalty imposed by the Board, including, as applicable, fine amount, cost reimbursement, continuing education, probation requirements, or other sanctions imposed, and
 - iv. Current status of the person's license or registration, as applicable.
- f. All disciplinary action taken against unlicensed individuals shall be reported to the appropriate law enforcement agency by the Board's Executive Director and/or the Board's attorney within 30 days after the Board's action. See NRS 641.2705.
3. Special Situations:
- a. Summary Suspension: The Board President, acting on behalf of the Board, may issue a summary suspension of a psychologist's license without first holding a hearing, if the President determines that the psychologist's actions could impair public health, safety, or welfare to the point where emergency action is required. Such action by the Board President must be conducted in consultation with the assigned investigator, the Executive Director, and the Board's attorney. A hearing must be held on the underlying allegations within 45 days after the date of the order of summary suspension, unless the Board and the licensee mutually agree in writing to a longer period. After issuing a summary suspension order, the Board President may not participate in deciding the case at the scheduled hearing. See NRS 233B.127(3); NRS 233B.122(1).
 - b. Mental or Physical Examination: The Board may require a person named in a complaint to submit to a mental examination conducted by a panel of three psychologists designated by the board, or a physical examination conducted by a physician designated by the Board. Every psychologist licensed under NRS Chapter 641 is deemed to have given consent to submit to such a mental or physical examination when directed to do so in writing by the Board. The testimony or reports of the examining psychologist or physicians are privileged communications, except as to proceedings conducted pursuant to discipline. The failure of a psychologist to submit to an examination constitutes grounds for immediate suspension of the psychologist's license. See NRS 641.272.
 - i. The language of the statute is broad and allows this examination to be conducted for any complaint received against a psychologist, prior to the initiation of disciplinary proceedings.
 - ii. However, due process and fairness still applies and the Board's power to order this examination as part of its investigation should not be abused.

- iii. In addition, the cost for this examination is borne by the Board. The Board may later receive reimbursement for the costs of this examination from the psychologist if the psychologist is found to have engaged in conduct that violates Nevada law or enters into a settlement agreement agreeing to reimburse the Board for this cost. See NRS 622.400.

4. Communication During the Investigative Process:

- a. The Board must maintain the confidentiality of the complaint and all documents and information compiled during the investigation of the complaint during the investigative process. See NRS 641.090. The existence (or not) of a complaint cannot be acknowledged by the Board until the investigation is concluded and a complaint and notice of hearing has been drafted, filed with the Board, and served upon the Respondent by the Board's attorney or a settlement agreement is negotiated and agendaized for consideration by the Board at meeting, subject to the following exceptions:
 - i. The Board may communicate or cooperate with or provide any documents or other information to any other licensing board or any other agency that is investigating a person, including, without limitation, a law enforcement agency. See NRS 641.090(6).
 - ii. The person named in a complaint may submit a written statement to the Board requesting that such documents and information be made public records. See NRS 641.090(4).
 - iii. Discovery regarding the complaint, i.e., the exhibits the Board's attorney intends to introduce at the hearing and a list of witnesses that the Board's attorney intends to call, must be provided to the Respondent upon request after the complaint and notice of hearing has been drafted, filed with the Board, and served upon the Respondent. See NRS 622A.330.
 - 1. Note: Exhibits introduced at the hearing for review by the Board that contain protected health information do not become public documents that are subject to disclosure pursuant to NRS 622.310.
- b. Substantive communication between the Respondent and the Board office or investigator during the investigative process must occur in writing. However, this does not preclude the Board's investigator from conducting oral interviews and submitting questions to the Respondent.

- c. Communication from the Respondent may be sent to the Board office by electronic mail, facsimile, U.S. mail, or other mail carrier.
 - d. Copies of all communication regarding the complaint must be maintained in the Board's file related to the complaint.
5. Fines, Costs, and Collections:
- a. All Board orders and settlement agreements will include a final due date for payment of all fines and costs assessed by the Board.
 - b. All fines assessed by the Board and received by the Board must be submitted to the State Treasurer for deposit with the General Fund.
 - c. All cost reimbursements assessed by the Board pursuant to NRS 622.400 and received by the Board must be deposited into the Board's bank account established pursuant to NRS 641.111.
 - d. For all fines and costs assessed and not received by the Board pursuant to the terms of the Board's order and/or the approved settlement agreement, the Board will utilize the State Controller as its agent to collect fines and costs reimbursements assessed by the Board during disciplinary actions pursuant to NRS 353C.195 and follow the procedures required by the State Controller.
6. Qualifications of Board Investigators:
- a. All Board investigators shall:
 - i. Be licensed in the State of Nevada as a psychologist for at least five years,
 - ii. Be in good standing as a psychologist in the State of Nevada, as well as any other states or jurisdictions where he/she/they is licensed, and
 - iii. Be willing to complete the Council on Licensure, Enforcement, and Regulation (CLEAR) training in complaint investigation.
 - b. Experience in conducting investigations is preferred, but not required.
7. Records
- a. Complaints filed with the Board office must be kept by the Board office for ten (10) years, even if they are not acted on or investigated.¹⁷

¹⁷ NRS 641.250(2).

- b. Complaint File. The complaint file shall be maintained in the Board office and should include, at a minimum, the following:
- i. The complaint, responses and associated documentation provided by the Complainant. This may include letters and/or emails, including documents from the complainant's attorney, if applicable.
 - ii. The response and associated documentation provided by the Respondent. This may include letters and/or emails, including documents from the respondent's attorney, if applicable.
 - iii. Documents provided by the investigator(s) including the final investigator's report.
 - iv. Documents provided by the Board's attorney including, where applicable, orders, notices, subpoenas and other legal documents.
 - v. Board meeting minutes where the complaint was discussed and/or action taken.
 - vi. Board meeting minutes where a disciplinary hearing was conducted and/or action taken.

Categories of Violations for Psychologists

1. Criminal Convictions:
 - a. Felony relating to the practice of psychology. NRS 641.230(1)(a).
 - b. Any crime or offense that reflects the inability of the person to practice psychology with due regard for the health and safety of others. NRS 641.230(1)(b).
 - c. Violating any of the provisions of NRS 616D.200, 616D.220, 616D.240, or 616D.300 to 616D.440 (Relating to workers' compensation insurance and/or benefits).
 - d. Medicare or Medicaid fraud. NRS 641.230(1)(m).
 - e. Insurance fraud. NRS 641.230(1)(n).
 2. Practice below the Standard of Care
 - a. Engaged in gross malpractice. NRS 641.230(1)(d).
 - i. Gross malpractice is defined in NRS 641.023. It includes the practice of psychology under the influence of an alcoholic beverage
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or any controlled substance, gross negligence, willful disregard of established method and procedures in the practice of psychology, or willful and consistent use of methods and procedures considered by psychologists in the community to be inappropriate or unnecessary in the cases where used.

- b. Engaged in repeated malpractice. NRS 641.230(1)(d).
 - i. Malpractice is defined in NRS 641.024. It means the “failure on the part of a psychologist to exercise the degree of care, diligence and skill ordinarily exercised by psychologists in good standing in the community.”
- c. Engaged in gross negligence in the practice of psychology. NRS 641.230(1)(d).
 - i. Gross negligence means “[a] lack of slight diligence or care” or “[a] conscious, voluntary act or omission in reckless disregard of a legal duty and of the consequences to another party.” Black’s Law Dictionary 1057 (7th ed. 1999).
- d. Lack of/inadequate knowledge or training in area of practice. NAC 641.208(1).
- e. Failure to maintain competence and/or limit practice to areas of competence. NRS 641.112; NAC 641.208(4); APA Rule 2.01; 2.03.
- f. Unprofessional Conduct. (Violation of Regulation Adopted by the Board). NRS 641.230(1)(g).
 - i. Standards of Conduct. NAC 641.200–NAC 641.250.
 - ii. Failure to display license in a conspicuous place. NAC 641.213(1)(a).
 - iii. Other violations included also may fall under this category, if they involve a violation of a Board regulation.
- g. Interruption of psychological services without transition for clients. NAC 641.215(5)–(9); APA Rule 3.12.
- h. Supervision.
 - i. Failure to properly supervise psychological interns, psychological assistants, or unlicensed personnel. NAC 641.158; NAC 641.161(2); NAC 641.168.

- ii. Failure to follow requirements for supervision as outlined by the Board. NAC 641.151–NAC 641.161.

3. Dishonesty

- a. Made fraudulent or untrue statements to the Board. May also include filing a knowingly frivolous or knowingly false complaint with the Board. NRS 641.230(1)(f). See also NAC 641.245(3).
 - b. Made fraudulent or untrue statements to others, including making or filing false reports. NAC 641.245; APA Rule 5.01.
 - c. Engage in conduct in the practice of psychology which evidences moral unfitness to practice the profession. NAC 641.208(2).
 - d. Misrepresentation of professional qualifications. NAC 641.239.
 - e. Failure to complete required CEU's. NRS 641.220; NAC 641.132.
 - f. Fraudulent billing or misleading information regarding billing from party responsible for payment. NAC 641.213(1)(d); NAC 641.245(2)(c).
 - g. False advertising. APA Rule 5.01.
 - h. Failure to correct error in fraudulent or untrue statement made by others. NAC 641.239(2); APA Rule 5.02.
4. Disciplinary Action in another State.
- a. Underlying action is also grounds for disciplinary action in Nevada. NRS 641.230(1)(h).
 - b. Failed to report to the Board within 30 days disciplinary action from another state. NRS 641.230(1)(i).
5. Violation (direct or indirect) or attempted violation of a provision of NRS Chapter 641. NRS 641.230(1)(j).
- a. Assisted in or abetted a violation of or conspired to violate a provision of NRS Chapter 641. NAC 641.241.
 - b. Failure of non-resident consultant to register with the Board pursuant to NAC 641.169.
6. Practice or Attempted Practice While Impaired. NRS 641.230(1)(k).
- a. Performed or attempted to perform any professional service while impaired by alcohol, drugs, or mental or physical illness, disorder or disease. NAC 641.229.

7. Inappropriate Relationships

- a. Sexual activity with a patient or client. NRS 641.230(1)(l); NAC 641.229(3).
- b. Dual relationship. NAC 641.229(2) or (3); APA Rule 3.05; APA Rule 3.06.
- c. Coercive or exploitative relationship. NAC 641.215(12); NAC 641.229(2) or (3); APA Rule 3.05; APA Rule 3.06; APA Rule 3.08.
- d. Discrimination. NAC 641.215(10); APA Rule 3.01.
- e. Sexual harassment. NAC 641.215(11); APA Rule 3.02.
- f. Physical harassment. APA Rule 3.02; APA Rule 3.03; APA Rule 3.04.
- g. Other harassment. NAC 641.215(11); APA Rule 3.03.
- h. Soliciting business or referrals from patients. NAC 641.215(12); APA Rule 5.06.
- i. Accepting or paying fees to third parties for referrals of clients. NAC 641.213(1)(e).

8. Business Practices

- a. Records APA Rules 6.01–6.07.
 - i. Failure to release records as required by law. NAC 641.219; NRS 629.061.
 - ii. Inadequate record-keeping. NAC 641.219(1).
 - iii. Breach of confidentiality of records. NAC 641.219; NAC 641.224.
 - iv. Informed consent. NAC 641.207(1)(i); NAC 641.215(2) and (4); NAC 641.224; NAC 641.241; APA Rule 3.10.
- b. Breach of confidentiality. NAC 641.224; APA Rule 4.01–4.07.
- c. Operating a medical facility when the license of the facility was suspended or revoked or when an act or omission occurred which resulted in the suspension or revocation of the license pursuant to NRS 449.160. NRS 641.230(1)(o).
- d. Practice under name that is not on license. NRS 641.225(1).
- e. Fee splitting. NAC 641.210(4).

9. Communications with the Board.

- a. Failure to respond to a communication from the Board within 30 days. NAC 641.213(1)(b).
 - b. Failure to update address or telephone number with the Board within 30 days of the change. NAC 641.213(1)(c).
10. Practice with Expired or Inactive License.
- a. Active license required to practice psychology. NRS 641.390(1).
 - b. If license is inactive, may not practice psychology. NAC 641.133(2).

Categories of Violations – Unlicensed Activity

1. Representing self as psychologist NRS 641.390; NRS 641.440.
 - a. Holding out or representing self as a psychologist.
 - b. Using title that incorporates “psychology” or “psychologist.”
2. Engaging in the practice of psychology as defined in NRS 641.025 without a license. NRS 641.390; NRS 641.440.
3. School psychologist outside the school setting. NRS 641.390(5).
 - a. Provisions governing school psychologist contained in NAC 391.315–NAC 391.319.
4. Failure of non-resident consultant to register with the Board pursuant to NAC 641.169.

Disciplinary Options for Psychologists

1. NRS 641.240 lists the authorized disciplinary sanctions available to the Board, if it finds a psychologist to have committed an act which constitutes grounds for disciplinary action¹⁸:
 - a. Public reprimand,
 - b. Limit the psychologist’s practice,
 - c. Suspend the person’s license for a period of not more than one year,
 - d. Revoke the person’s license [NRS 622A.410 requires that the Board’s order specify the time period during which the psychologist may not apply for reinstatement of the license. The period must be at least one year and not more than ten years],

¹⁸ Grounds for disciplinary action are contained in NRS 641.230.

- e. Impose a fine of not more than \$5,000,
 - f. Suspend the enforcement of any penalty by placing the psychologist on probation. The Board may revoke the probation if the psychologist does not follow any conditions imposed,
 - g. Supervision [psychologist to pay costs incurred],
 - h. Counseling or treatment by a person approved by the Board [psychologist to pay costs incurred],
 - i. Probation with conditions imposed for the protection of the public or the rehabilitation of the psychologist [conditions may include requiring additional continuing education units in specified area[s], additional training, successful completion of a skills or ethics examination such as the Ethics and Boundaries Assessment, a psychological evaluation, or participation in a substance dependence treatment program], and
 - j. Require payment of costs for remediation or restitution.
2. If the Board finds that a psychologist has violated any provision of NRS Chapter 641 or NAC Chapter 641 or an act that constitutes grounds for disciplinary action pursuant to NRS 641.230 or accepts a settlement agreement within which the psychologist admits to such conduct or does not contest the allegations, the Board may:
- a. Assess the Board's reasonable attorney's fees and costs incurred as part of the Board's investigation or the Board's administrative or disciplinary proceeding pursuant to NRS 622.400(1).
 - b. Costs allowed are defined in NRS 622.400(2).
 - c. Additional Options and Considerations:
 - i. To the greatest extent possible, all disciplinary action ordered by the Board or contained in a settlement agreement will be meaningfully tied to the violations substantiated in the Board's investigation in order to allow the person an opportunity for remediation of these violations. An example of considerations the Board will take into account when determining remediation plans is discussed in this article: Vacha-Haase, T., Elman, N. S., Forrest, L., Kallaugher, J., Lease, S. H., Veilleux, J. C., & Kaslow, N. J. (2018, November 29). Remediation Plans for Trainees With Problems of Professional Competence. Training and Education in Professional Psychology. Advance online publication. <http://dx.doi.org/10.1037/tep0000221>.

- ii. If the Board initiates disciplinary proceedings against a licensee, the Board requires all licensees to submit a complete set of his/her/their fingerprints to the Board and written permission authorizing the Board to forward those fingerprints to the Central Repository for Nevada Records of Criminal History for submission to the Federal Bureau of Investigation for its report. NRS 622.360(1). Failure to comply is ground for additional disciplinary action against the license. NRS 622.360(2). A conviction for an unlawful act that is grounds for disciplinary action against the licensee that has not been disclosed to the Board or that the Board has not already disciplined the licensee for is an additional ground for disciplinary action against the licensee. NRS 622.360(3). Notice that the licensee must provide fingerprints pursuant to NRS 622.360 will be included in the Complaint and Notice of Hearing. In addition, all settlement agreements regarding licensees, the Board will require that the licensee provide fingerprints pursuant to NRS 622.360 as part of the settlement.
- iii. The Board may order any psychologist named in a complaint¹⁹ to submit to a mental examination conducted by a panel of three psychologists designated by the Board or a physical examination conducted by a physician designated by the Board. NRS 641.272(1). Failure to comply with this request is grounds for immediate suspension of the psychologist's license unless there are extraordinary circumstances, as determined by the Board. NRS 641.272(2).
- iv. Settlement agreements may contain requirements agreed to by the parties and approved by the Board that differ from those specified in NRS 641.240 or other statutory provision. o A psychologist may agree to surrender his/her/their license in lieu of other disciplinary action by a settlement agreement. This constitutes discipline pursuant to NRS 233B.121(6) and will be reported as discipline pursuant to this policy.
- v. The Board may not administer a private reprimand. NRS 641.240(2).
- vi. An order that imposes discipline and the findings of fact and conclusions of law supporting that order are public records. NRS 641.240(3).

¹⁹ Disciplinary proceedings do not have to first be initiated.

- vii. A settlement agreement in a disciplinary case must be approved by the Board in a public meeting and the settlement agreement is a public record. NRS 622.330.

Unlicensed Activity Sanctions

1. Order to Cease and Desist from engaging in activity prohibited by NRS 641.390. NRS 641.2705(2)(a).
2. Citation which must be in writing and describe with particularity the nature of the violation. NRS 641.2705(2)(b) and (3). a. Citation may be appealed to the Board within 30 days after the date of the citation. NRS 641.2705(5).
3. For any violation of NRS 641.390, the Board *shall* assess an administrative fine of:
 - a. \$500 (first violation),
 - b. \$1,000 (second violation), and
 - c. \$1,500 (third or subsequent violation).
4. If the Board finds that a person has violated any provision of NRS Chapter 641 or NAC Chapter 641 or the person admits to such conduct or does not contest the allegations, the Board may:
 - a. Assess the Board's reasonable attorney's fees and costs incurred as part of the Board's investigation or the Board's administrative or disciplinary proceeding pursuant to NRS 622.400(1).
 - b. Costs allowed are defined in NRS 622.400(2).
5. If a person continues to engage in unlicensed activity, the Board may file an action in civil court requesting that the court enter an injunction against the person, enjoining him/her/them from engaging in the unlicensed practice of psychology. See NRS 641.316.

Aggravating and Mitigating Factors

1. The following factors may mitigate or aggravate the sanctions that may be imposed in the disciplinary process.
 - a. Factors related to conduct:
 - i. Gravity of the unprofessional conduct
 - ii. Age, capacity and/or vulnerability of the patient, client, or victim;
 - iii. Number or frequency of the acts of unprofessional conduct;

- iv. Injury caused by the unprofessional conduct;
 - v. Potential for injury to be caused by the unprofessional conduct;
 - vi. Degree of responsibility for the outcome;
 - vii. Abuse of trust;
 - viii. Intentional or inadvertent act;
 - ix. Motivation is criminal, immoral, dishonest, or for personal gain;
 - x. Length of time since the unprofessional conduct occurred.
- b. Factors related to the psychologist:
- i. Experience in practice;
 - ii. Past disciplinary record;
 - iii. Mental and/or physical health;
 - iv. Personal circumstances;
 - v. Personal problems having a nexus with the unprofessional conduct;
 - vi. Voluntary restitution or other remedial action;
 - vii. Admission of key facts.
- c. General factors
- d. License holder's knowledge, intent, and degree of responsibility;
 - e. Presence or pattern of other violations;
 - f. Present moral fitness of the license holder;
 - g. Potential for successful rehabilitation;
 - h. Present competence to practice;
 - i. Dishonest or selfish motives;
 - j. Isolated incident unlikely to reoccur.

Addendum to Complaint Policy regarding Court Ordered Evaluations.

A person filing a complaint arising out of or related to a court ordered evaluation must submit the following in addition to completing the Complaint Form:

- 1) Final order or judgment in the case
- 2) A copy of the court order appointing the licensee in the case.

A complaint subject to this rule shall be dismissed unless the complainant can show the following:

- 1) The licensee was disqualified as an expert witness by the Court.
- 2) The licensee's opinion or inferences complained of were ruled inadmissible by the Court.
- 3) A curriculum vitae and written report by an expert qualified to render an expert opinion in the relevant subject area. The report must address deficiencies in standard of care, violations of the American Psychological Association Code of Ethics, and violations of Nevada Revised Statutes or Nevada Administrative Code in the licensee's report.

A complaint subject to this rule must be filed within one year of the entering of the final order or judgment concerning the licensee's evaluation in the case.

Addendum to Complaint Policy regarding Court Ordered Psychological Services

A person who files a complaint alleging a statutory or ethical violation arising out of or related to court ordered psychological services, including, but not limited to, psychotherapy, reunification therapy, parent coordination, and parent coaching, must, in addition to completing the complaint form, comply with the following requirements:

- 1) A complaint may not be filed while the licensee is under court appointment to provide the particular psychological service.
- 2) Submit the curriculum vitae and written report of an expert qualified to render an expert opinion in the relevant subject area. The report must address deficiencies in standard of care, violations of American Psychological Association Code of Ethics, and violations of Nevada Revised Statutes/Nevada Administrative Code in the licensee's psychological services.
- 3) The complaint must be filed within one year of termination of services.