

**PUBLIC NOTICE OF A WORK SESSION OF
THE STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS**

DATE OF MEETING: Friday, November 3, 2023 Time: 1:00 p.m.

*(This meeting will begin following the regular meeting of the Board
but not earlier than 1:00 p.m.)*

The work session 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/85648930252>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID:

856 4893 0252. The meeting may also be attended 4600 Kietzke Lane, Suite G-160, 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. (For Possible Action) Discussion and Possible Action to Revise the Strategic Plan of the Nevada Board of Psychological Examiners. Discussion and possible action may be taken on the goals and objectives as described on Attachment A to this notice.

4. 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)

5. (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, November 2, 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 8 a.m. on Tuesday, October 31, 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/](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).

Attachment A – Strategic Plan Adopted and Proposed Goals and Objectives

Goal A: ENHANCING COMMUNICATION WITH PSYCHOLOGISTS AND STUDENTS

- Improving communication Through Database and List Serve
- Website – Update and Revise
- Supervisors handbook

Goal B: IMPROVING OFFICE POLICIES AND PROCESSES

- Office Staff Development
 - Director/Administration
 - Part time assistant
 - Legislation, Regulation, and Policy
- Transition Paper Documents to Electronic including, but not limited to, Licensure/registration applications, Applicant Forms, Continuing Education Application, License Renewal
- Review and revise existing policies and procedures of the Board, including:
 - ATEAM procedures
 - Background Checks
 - Budgeting and Finance
 - Complaints and Discipline
 - Endorsement
 - HR (Employment)
 - Licensure and Renewal
 - Non-Resident Consultant
 - Operating Reserve
 - PA, PI, PT Registration
 - State Exam
- Create policies and procedures of the Board, including:
 - Records Retention
 - Continuing Education
- Update Employee Manual (Office Procedure Manual)
- Annual Legislative / Regulation Training

Goal C: COMPLAINT INVESTIGATION AND PROCEDURE FOR DISCIPLINARY PROCEEDINGS

- Establish policy for ensuring security of confidential or sensitive documents during working phase of investigation and centralizing storage at the board office after investigations are resolved.
- Adopt policies and procedures manual for investigators, for processing complaints, for conducting hearings, and for standardizing discipline, including disciplinary supervision contracts

Goal D: FUTURE LEGISLATIVE NEEDS

- Develop Tracking system to identify needed regulation changes
- Master's level licensure
- Removal of Registration of businesses – statute and regulation
- Addressing psychometry in NRS Chapter 641

Goal E: EXTERNAL AUDIT / FINANCIAL OVERSIGHT

- Executive Director to be trained in accrual vs cash analysis – stated in policy
- Training in Bookkeeping
- Roles and responsibilities of Staff and Board Members
- Executive Director

Goal F: EXAMINATIONS

- Streamlining Examination requirements
- Online Exam
 - Development and Administration
 - Annual Review
 - Policy for administration