

**PUBLIC NOTICE OF A MEETING FOR  
STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINDERS  
MEETING MINUTES**

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August 18, 2023

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

The meeting of the Nevada State Board of Psychological Examiners was called to order by President Whitney Owens, Psy.D., at 8:02 a.m. on August 18, 2023, online via “zoom” and physically at the office of the Board of Psychological Examiners, 4600 Kietzke Lane, Ste. B-166, Reno, Nevada 89502.

**Roll Call:** Board President, Whitney Owens, Psy.D.; Secretary/Treasurer Lorraine Benuto, Ph.D.; and members Soseh Esmaili, Ph.D.; Stephanie Holland, Psy.D. and Stephanie Woodard, Psy.D. were present at roll call. Members Monique Abarca, LCSW and Catherine Pearson, Ph.D. were absent. Despite the two member absences at roll call, there was a quorum of the Board members.

Also present were Deputy Attorney General (DAG) Harry Ward and Executive Director Laura Arnold. Dr. Chapple-Love attended the meeting late.

**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.

**3. Financials.**

**A. Discussion and Possible Action to Renew the Board’s Independent Contractor Agreement with its bookkeeper, Michelle Fox.**

It is time to renew the Board's independent contractor agreement with its bookkeeper, Michelle Fox, effective July 1, 2023. The proposed renewed contract is the same contract that the Board has had with her since she began her service to the Board, with the exception of the hourly contract amount. Because the Board has customarily increased Ms. Fox's hourly rate \$2.50 with each renewal, the hourly rate is increased from \$45/hour to \$47.50/hour.

Executive Director Arnold indicated that Ms. Fox receives the bank statements monthly, generally for the prior month. Ms. Fox also helps with QuickBooks to double check Executive Director Arnold's figures and prepares a small report. Ms. Fox generally incurs less than 5 hours a month. The Board is not expending a lot of money on Ms. Fox, but she is a great benefit according to Executive Director Arnold. In the prior material provided by Executive Director Arnold, she needs to update some dates on the report from 2023 to 2024.

*On motion by Soseh Esmaeili, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved the renewal of the Board's independent contractor agreement with its bookkeeper, Michelle Fox, effective July 1, 2023, at the rate of \$47.50 per hour with Executive Director Arnold's requested changes. (Yea: Whitney Owens, Lorraine Benuto, Soseh Esmaeili, Stephanie Holland, Stephanie Woodard.) Motion Carried: 5-0.*

**4. (For Possible Action) Discussion and Possible Action to Approve Board President Whitney Owens' attendance at the ASPPB's annual conference in Cleveland, Ohio September 27-October 1, 2023, and to decide from the Board's Members, Staff, and Investigators who else will attend.**

This item needed to addressed sooner than the September meeting. Dr. Owens has been asked to present on the topic of licensing for folks to be specialized at the ASPPB annual conference in Cleveland, Ohio September 27-October 1, 2023. As such, Dr. Owens is requesting approval from the Board to attend the annual conference, as well as Executive Director Arnold. Dr. Owens believes Executive Director Arnold's attendance is very valuable to the Board.

*On motion by Stephanie Woodard, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved Dr. Owens and Executive Director Arnold attending the ASPPB annual conference in Cleveland, Ohio September 27-October 1, 2023. (Yea: Whitney Owens, Lorraine Benuto, Soseh Esmaeili, Stephanie Holland, Stephanie Woodard.) Motion Carried: 5-0.*

**5. Board Needs and Operations**

- A. (For Possible Action) Discussion and Possible Action to Select Non-Resident Consultant Application Review Officer 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.**

Dr. Owens asked if anyone besides Dr. Esmaeili was interested in the Non-Resident Consultant Application Review Officer role. No one expressed interest.

*On motion by Stephanie Holland, second by Lorraine Benuto, the Nevada State Board of Psychological Examiners approved Dr. Esmaeili as the Non-Resident Consultant Application Review Officer. (Yea: Whitney Owens, Lorraine Benuto, Soseh Esmaeili, Stephanie Holland, Stephanie Woodard.) Motion Carried: 5-0.*

- 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.**

Dr. Holland will be stepping down from the ATEAM and Dr. Woodard will be coming onto the ATEAM. Dr. Owens did request a month of overlap due to Dr. Holland being the longest ATEAM Member. The overlap was confirmed.

*On motion by Soseh Esmaeili, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved Dr. Esmaeili, Dr. Pearson and Dr. Woodard as Members of the ATEAM Committee. (Yea: Whitney Owens, Lorraine Benuto, Soseh Esmaeili, Stephanie Holland, Stephanie Woodard.) Motion Carried: 5-0.*

- 6. (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, September 8, 2023, at 8:00 a.m.**

DAG Ward will not be in attendance, but he will find a substitute DAG to attend the meeting.

- 7. 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)

No public comment.

## **8. (For Possible Action) Adjournment**

There being no further business before the Board, President Owens adjourned the meeting at 8:12 a.m.