



ABA BOARD DRAFT MEETING MINUTES

Date and Time of Meeting: January 27, 2020 9:30AM

Name of Organization: The Board of Applied Behavior Analysis

Place of Meeting: Aging and Disability Services Division
9670 Gateway Drive
Reno, NV 89521
First Floor Conference Room

Videoconference to:

Aging and Disability Services Division
1820 East Sahara Avenue
Room 201
Las Vegas, NV 89104

Conference Line: 866-390-1828

Access Code: 4894327

AGENDA

1. Roll Call and Verification of Posting

Laryna Lewis verified the posting. Dr. Brigid Fronapfel, Christy Fuller, Dr. Kerri Milyko, Matthew Sosa were present at the time of roll call. Jennifer Frischmann stated for the record that Rachel Gwin was in attendance shortly after.

2. Public Comment

(No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item. Comments will be limited to three minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name and provide the secretary with written comments.)

Jennifer Frischmann gave a public comment. Jennifer introduced Homa Woodrum who is the Deputy Attorney General for Medicaid and who use to work with ADSD. Jennifer stated Homa will keep everyone on the straight and narrow.

3. Approval of Previous Meeting Minutes (For Possible Action)

Matt made recommendations to the previous draft meeting minutes from December 18, 2020. Dr. Milyko motioned to approve the meeting minutes with the recommendations. Christy seconded the motion. All in favor, motion passed.

4. Discussion of Current Status of Applications and other ADSD Activities Pertaining to Applied Behavior Analysis Including the Status of the Draft Regulations Pursuant to NRS Chapter 437

Laryna Lewis gave the update on application statuses. For pending, there are 87 RBTs, 2 LaBAs, and 18 LBAs. Laryna also wanted to reflect 7 of those 18 applications have a provisional license. Unfortunately, an exam had to be canceled which is why you see the high number of LBA applications pending. Laryna continued to update statuses for licensed and registered. There are 1,082 RBTs, 26 LaBAs, and 240 LBAs. For the month of December, there were 48 registrations completed for RBTs, 1 licensed LaBA, and 6 licensed LBAs. Currently ADSD has completed 30 RBT registrations and licensed 3 LBAs.

Jennifer Frischmann gave an update on NAC 437. ADSD received the draft back from LCB on December 30, 2019. There is a Public Workshop on February 4, 2020 taking place at the Legislative Building in Carson City and at the Grant Sawyer Building in Las Vegas. Jennifer continued to inform that the Small-Business Impact Study closes today, January 27, 2020. There is an official Public Hearing on March 10, 2020 located at the legislative buildings as well. Jennifer hopes they will make it in time to submit the regulations to the Legislative Commission in April. From there, the regulations will need to be filed with the Secretary of State. Jennifer gave credit to the Board for moving these regulations so quickly.

5. Review of Financial Status in Regard to the Board of Applied Behavior Analysis

Jennifer Frischmann gave the financial status update. ADSD has brought in \$118,000. Jennifer stated they are working with Fiscal to receive good projections. It was difficult in the beginning since it was unknown as to how many RBTs work within the state. Now that there is more data, ADSD will be able to look at how many they are averaging and if ADSD can expect this average to continue. They are also going to the Interim Finance Committee in February and will receive additional budget accounts.

Christy discussed the attrition rate for projections and wondered if the Board should solicit to companies who have RBTs to send updated numbers. Dr. Milyko recommended to send a survey to providers. Dr. Milyko also suggested looking into software that could create this data.

Dr. Fronapfel recommended to have the LBA include their supervisees when renewing.

Matt agreed with Dr. Milyko that technology should be utilized to make this process run easier.

6. Discussion and Possible Approval of Board Members Job Descriptions (For Possible Action)

Jennifer Frischmann clarified with the ADSD Contracts Unit, who is Mariana Acevedo, as to what they would need to do. The Board would need to come up with a scope of work, be given a price quote, and a timeline for the deliverables as well as how they would want to be paid. Jennifer then discussed the process ADSD would need to follow in order to pay to outsource the job descriptions.

Dr. Milyko accepted the task to write the scope of work for the outsourcing of job descriptions. Dr. Fronapfel moved for the members to vote on assigning the scope of work to Dr. Milyko. All in favor, motion passed.

Christy suggested to bring the scope of work for outsourcing to the next meeting for the members to review.

7. Review, Discussion, and Possible Approval of Frequently Asked Questions for the ASD Website **(For Possible Action)**

The Board Members reviewed the draft FAQ's. Christy suggested to place these into categories to make it easier for the consumer to locate answers. Christy also suggested to possibly give a timeline of what to expect during the application process. Jennifer Frischmann stated that they can combine some of the FAQ's.

Dr. Milyko recommended to add under an FAQ that communication is often via email and to explain that an RBT will know when they are officially registered once they receive a number.

Christy discussed the CEUs questions.

Abbie Chalupnik stated the trainer for the Suicide Prevention will come out to a business to conduct the training for an entire staff.

Dr. Milyko motioned to provide the Board answers to the FAQs, make headers and send the draft to Jennifer for the next meeting. Christy seconded the motion. All in favor, motion passed.

8. Review, Discussion, and Possible Approval of Bylaws and Mission Statement **(For Possible Action)**

Dr. Milyko began to discuss a template she received that could be used for the Board's mission statement. She explained this template came from the workshop she had attended. Using this template will also protect them legally. Christy stated she would like to table the agenda so Dr. Milyko may share what she learned from FARB at the next meeting.

Rachel began to list the values the Board had decided on.

This agenda item was tabled.

9. Determine Future Meeting Dates and Agenda Items **(For Possible Action)**

Dr. Fronapfel explained the future dates have been set and the Board will need to discuss future agenda items. Dr. Milyko suggested finding a way to predict RBT numbers, present with FARB, and discuss ways to spend the Board money for more advanced technology. Dr. Milyko moved to include reviewing predictions for RBT numbers, FARB presentations from Julie Slabaugh and Dr. Milyko, ways to spend money involving technology, and looking into renewal discounts. Rachel seconded the motion. All in favor, motion passed.

10. Public Comment

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Been specifically included on an agenda as an action item. Comments will be limited to three minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name and provide the secretary with written comments.)

No public comment.

11. Adjournment

NOTE: Items may be considered out of order. The public body may combine two or more agenda items for consideration. The public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The public body may place reasonable restrictions on the time, place, and manner of public comments but may not restrict comments based upon viewpoint.

Dr. Fronapfel adjourned the meeting.

NOTE: We are pleased to make reasonable accommodations for members of the public who have disabilities and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Laryna Lewis at (775) 687-0503 as soon as possible and at least one **business** day in advance of the meeting. If you wish, you may e-mail her at larynalewis@adsd.nv.gov. Supporting materials for this meeting are available at 3416 Goni Road, D-132, Carson City, NV 89706, or by contacting Laryna Lewis at 775-687-0503, or by email larynalewis@adsd.nv.gov.

Agenda Posted at the Following Locations:

1. Aging and Disability Services Division, Carson City Office, 3416 Goni Road, Suite D-132, Carson City, NV 89706
2. Aging and Disability Services Division, Las Vegas Office, 1860 East Sahara Avenue, Las Vegas, NV 89104
3. Aging and Disability Services Division, Reno Office, 9670 Gateway Drive, Suite 200 Reno, NV 89521
4. Aging and Disability Services Division, Elko Office, 1010 Ruby Vista Drive, Suite 104, Elko, NV 89801
5. Nevada State Library and Archives, 100 North Stewart Street, Carson City, NV 89706
6. Desert Regional Center, 1391 South Jones Boulevard, Las Vegas, NV 89146
7. Sierra Regional Center, 605 South 21st Street, Reno, NV 89431
8. Rural Regional Center, 1665 Old Hot Springs Road, Carson City, NV 89706
9. State Legislative Building, 401 S. Carson Street, Suite 3138, Carson City, NV 89701
10. Grant Sawyer State Office Building, 555 E. Washington Ave., Suite 4401, Las Vegas, NV 89119
11. Department of Health and Human Services, 4126 Technology Way, Suite 100, Carson City 89706

Notice of this meeting is also posted on the Internet: <https://ADSD.NV.gov> and <https://notice.nv.gov/>