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## APPLIED BEHAVIOR ANALYSIS DRAFT MEETING MINUTES

Date and Time of Meeting: February 24, 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

### AGENDA

#### 1. Roll Call and Verification of Posting

Laryna Lewis verified the posting. The five board members were present: Dr. Brigid Fronapfel, Christy Fully, Dr. Kerri Milyko, Matthew Sosa, and Rachel Gwin.

#### 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 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.

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

Dr. Fronapfel made recommendations to the previous meeting minutes. Matt motioned to approve the meeting minutes from January 27, 2020 with the recommendations. Rachel 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 Making Recommendation for Capturing Number of Registered Behavior Technicians (For Possible Action)

Laryna Lewis gave an update on the status of applications. For pending applications, there are 114 RBTs and 16 LBAs. There are 7 pending LBAs that have a provisional license and three that have completed the exam. For the total of licensed and registered, there are 1,123 RBTs, 29 LaBAs, and 245 LBAs. For the month of February, ADSD completed 20 RBTs, 3 LaBAs, and 5 LBAs. In January, ADSD's completed 51 RBTs and 3 LBAs.

Jennifer continued the additional ADSD activities by discussing the LCB audit for autism services. They will be sending out surveys to families and to Behavior Analysts, Assistant Behavior Analysts, and Registered Behavior Technicians. LCB has asked for the Division to send out emails to notify all the individuals that LCB is sending out this survey. It is critical for everyone to respond to this survey.

Christy suggested to have the supervisors and practitioners provide guidance to RBTs by talking about the importance of the survey.

Jennifer continued the discussion regarding the capture of numbers of practicing RBTs within the State of Nevada.

Christy noticed on the online registry that some RBTs show as suspended and wanted to understand if this means their registration is suspended because they do not have a supervisor. Jennifer explain that is typically what this means. Christy explained that if the RBT does not have a supervisor then it is likely that they will no longer practice. Taking away the RBTs that are suspended from the registry total may give some idea of attrition.

Dr. Fronapfel also stated once it is renewal time, if they are reporting who they are supervising, the numbers can be matched up this way to see how many were lost.

5. **Review of Financial Status in Regard to the Board of Applied Behavior Analysis and Discussion and Possible Approval of Ways to Expend Funds, Including Overview of Certemy Software (For Possible Action)**

Jennifer gave the financial status update. \$8,275 was brought in from fees since the last meeting. They will be going to the Interim Finance Committee in April. They will also be adding additional budget accounts specifically for out of state travel, technology, and for anything else they could need. Jennifer had a meeting with IT to discuss the Certemy Software. Currently, Certemy does not have a Master Service Agreement (MSA) with the state. The state has MSAs for cloud-based services. They are currently vetting it and this does look promising. Jennifer asked IT if the stars aligned how long it would take, and IT said 5 to 6 months.

Jennifer and the board members discussed the benefits of the software.

Matt motioned to give Jennifer permission to proceed with the Certemy Software. Christy seconded the motion. All in favor, motion passed.

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

This agenda item was tabled.

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

Dr. Milyko discussed the FAQs and explained the changes that were made for the board member's and Division's review.

Christy made a recommendation to state "credential with the BACB" rather than "registered" to avoid confusion with the process. Christy also recommended to add more details to how certificates are received as well as the approximation of when applications for RBTs, LBAs, and LaBAs are completed.

Dr. Milyko stated that she will send over the changes.

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

This agenda item was tabled.

9. Presentation from Dr. Kerri Milyko and Senior Deputy Attorney General Julie Slabaugh on the Federation of Associations of Regulatory Boards

Dr. Milyko gave her presentation on the Federation of Associations of Regulatory Boards conference. (Please see Attachment A for the full FARB presentation.)

Dr. Milyko concluded the presentation stating even with all the work the board has done, there is still much more work to be done. Improvements are needed by utilizing technology and outreach.

Christy pondered if this conference should be attended to annually and if so, how many board members should attend.

Dr. Milyko stated two boards members can attend as Julie previously stated a quorum cannot exist. Dr. Milyko was informed that new information is brought to the conference each year, so it is valuable to attend annually.

Matt wondered if it would be beneficial for board members to do some homework before entering a conference like this or if Dr. Milyko was able to keep up with the information. Julie stated the conference did have a lot of legal talk, but the presenters knew their audience and were able to get the information through to the attendees effectively. Julie and Dr. Milyko both agreed there should be no issues when attending.

Christy would like to look into having board specific technology devices in the case of an investigation to avoid having personal devices confiscated. Julie explained your device would not be confiscated but rather they would download the information and search it to see what is public information and what is not.

10. Discussion of the Status of the Draft Regulations Pursuant to NRS Chapter 437 Pertaining to Applied Behavior Analysis and Review of the Small Business Impact Statement

This agenda item was tabled.

## 11. Public Comment

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No public comment.

## 12. 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.

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**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](mailto: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](mailto: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 21<sup>st</sup> 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/>