

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

---

**June 13, 2025**

**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 Lorraine Benuto, PhD, at 8:05 a.m. on June 13, 2025, online via "Zoom" and physically at the office of the Board of Psychological Examiners, 3080 S. Durango Drive, Suite 102, Las Vegas, Nevada 89117.

**Roll Call:** Board President, Lorraine Benuto, Ph.D., Secretary/Treasurer, Stephanie Woodard, Psy.D., members, Stephanie Holland, Psy.D.; and Catherine Pearson, Ph.D. were present at roll call. Members Soseh Esmaeili, Psy.D., Stephanie Holland, Psy.D., and Robert Moering, Psy.D. were absent. There was a quorum of the Board members.

Also present were Deputy Attorney General (DAG) Harry Ward; Board Consultant Gary Lenkeit; Board Investigator Sheila Young; Executive Director Laura Arnold; Administrative Director Sarah Restori; Administrative Assistant Sarah Comer; members of the public: Brian Lech, Michelle McGuire, Sabrina Schnur, John Nolan, Rhea Waters, Becky Savio, Candis Carswell-Mitchell.

**2. Public Comment.** The Board wants to remind those who participate in public comment that you are limited to three minutes per person, and that public comment is reserved for comment only. It will not be used as a platform for questions and answers. If you have a statement that is longer than three minutes, please submit your statement in writing and the Board will include it in the written materials that are posted. If you have questions for which you would like answers, please email the Board office at [nbop@govmail.state.nv.us](mailto:nbop@govmail.state.nv.us).

DAG Ward wanted to remind any members of the public who may be here to comment on a pending complaint that our Deputy Attorney General has requested that no public comment be made on pending complaints.

Dr. Michelle Paul shared public comment. She wanted to thank the Board for their collaboration on the passage of SB165 and shared information about the development of pediatric programs at UNLV.

**3. Minutes. (For Possible Action) Discussion and Possible Action to Approve the Minutes of the State of Nevada Board of Psychological Examiners' May 9, 2025, Meeting.**

---

*On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada Board of Psychological Examiners approved the meeting minutes of the Regular Meeting of the Board held on May 9, 2025. Catherine Pearson approved the minutes as to form, but not content. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.*

#### **4. Financials**

- A. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2025 (July 1, 2024 - June 30, 2025).

The Executive Director presented the Treasurer's Report. She shared that as of May 31, 2025, the Board had a total of about \$543,000 in its accounts. It is operating on \$182,055.52 in deferred revenue from licensure renewals and about \$60,000 from late renewals, new licenses, registrations, and reinstatements received during FY2025. With only June remaining in FY2025, the Board has spent about 83.5% of its budgeted expenditures and collected just over 101% of its projected revenue, based on the budget revised in March 2025.

The Board's bookkeeper, Michelle Fox, verified and validated the information being provided in the Treasurer's report.

*On motion by Catherine Pearson, second by Stephanie Woodard, the Nevada Board of Psychological Examiners approved the Treasurer's Report for Fiscal Year 2025. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.*

- B. (For Possible Action) Discussion and Possible Action to Approve Revisions to the Budget for Fiscal Year 2025.

The Executive Director shared that as FY2025 ends, she revised the budget to reflect actual performance, which exceeded projections. Revenue estimates were increased and expenditures adjusted to align with year-end figures, helping inform the FY2026 budget.

*On motion by Stephanie Holland, second by Catherine Pearson, the Nevada Board of Psychological Examiners approved revisions to the Budget for Fiscal Year 2025. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.*

- C. (For Possible Action) Discussion and Possible Action to Approve Proposed Engagement Letter from Campbell Jones Cohen CPAs for the Annual Board Audit.

The Executive Director shared that Campbell Jones Cohen CPAs, the Board's auditor, submitted a proposed engagement letter. They quoted \$16,500 for the annual audit, a \$500 increase from last year, which will be included in the FY26 budget.

***On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada Board of Psychological Examiners approved Proposed Engagement Letter from Campbell Jones Cohen CPAs for the Annual Board Audit. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.***

- D. (For Possible Action) Discussion and Possible Action to Renew the Board's Independent Contractor Agreement with its bookkeeper, Michelle Fox.

The Executive Director shared that the Board's independent contractor agreement with bookkeeper Michelle Fox is up for renewal on July 1, 2025. The contract remains the same except for an hourly rate increase from \$50 to \$52.50, consistent with prior renewals.

***On motion by Stephanie Woodard, second by Catherine Pearson, the Nevada Board of Psychological Examiners approved renewing the Board's Independent Contractor Agreement with its bookkeeper, Michelle Fox. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.***

## **5. Legislative/Regulation Update**

The Executive Director provided updates on legislative and regulatory revisions. She shared there are no changes on the regulations front.

Regarding legislation, the Executive Director shared that SB78, Department of Business and Industry's Board oversight and consolidation bill, did not pass. She shared that SB165 passed which provides for the licensure, regulation and investigation of a new licensure designation by this Board – the Behavioral Health and Wellness Practitioners and the Board has until January 1, 2026, to implement the regulatory and administrative changes required for compliance with this new law. SB425 was the Department of Health and Human Services' behavioral health board consolidation bill did not pass. Finally, she shared that AB196 passed, which is the Board's BDR request discussed in late 2023, cleans up statutes by setting a 3-year statute of limitations for complaints, clarifying "Psychometrist," and repealing the registration requirement for firms.

## **6. Report from the Nevada Psychological Association.**

There were no updates from the NPA.

## **7. Report from the Board Office on Operations.**

### **A. Report From the Board Office on Operations.**

The Administrative Director presented the Board office statistics. She shared that in May, the Board licensed 5 new Psychologists, received 18 licensure applications, and administered 10 state exams. As of the end of May, the Board had 699 active licensees and 157 applicants for licensure. She went on to share that for those they register, the psychological assistants, psychological interns, and psychological trainees, there were a total of 68 that are registered and 26 active applications.

### **B. Board Officer Voting.**

Tabled for the next Board meeting.

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

### **A. Complaint #19-0626**

DAG Ward informed they are in pretrial preparation for a hearing. The hearing is set for November 12-14, 2025.

### **B. Complaint #23-0918**

DAG Ward informed complaint alleging various improper conduct. Respondent is represented by counsel, with whom potential resolution has been discussed. A proposed disciplinary consent decree was forwarded to counsel for respondent, in response to which a notification that the attorney who represented the respondent is no longer with the firm. DAG to follow up with respondent and firm regarding new attorney contact information to continue resolution efforts.

### **C. Complaint #24-0103**

DAG Ward informed they are in pretrial preparation for a hearing. The hearing is set for November 12-14, 2025.

### **D. Complaint #24-0312(1)**

DAG Ward informed this matter has been referred to the MFT Board. The cease-and-desist letter has been sent to the respondent to which the respondent has provided a response. DAG Ward to send follow up cease and desist to remove additional language from all online presence.

E. Complaint #24-0312(2)

DAG Ward informed this is a complaint regarding timely reporting. The respondent agreed to a disciplinary consent decree, which has been fully executed and is before the Board for approval.

*On motion by Stephanie Holland, second by Catherine Pearson, the Nevada Board of Psychological Examiners approved Consent Decree for Complaint #25-0312. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.*

F. Complaint #24-0605

DAG Ward informed this complaint was received regarding misrepresentation of credentials and practicing without a license; Cease and desist letter served and answered. DAG and investigator have monitored respondent's online information, which remains in compliance with the cease and desist letter; Monitoring will continue for another month.

G. Complaint #24-0607

DAG Ward informed this was a self-report from licensee regarding 2 recent misdemeanor convictions. A proposed negotiated draft consent decree has been forwarded to counsel for respondent, and they're awaiting approval and signatures so it can be brought before the Board for approval.

H. Complaints #24-0711

#24-0719

#24-0726

#24-0823

DAG Ward informed these are four complaints against same psychologist. The respondent, though counsel, has responded to the complaints, and all complaints have been forwarded to appropriate federal agencies. The investigation continues, including meetings with witnesses and coordinating with certain federal agencies to obtain additional information.

I. Complaint #24-0730

DAG Ward informed this is a complaint for unlicensed practice, in response to which the DAG sent Cease and Dease letters via restricted delivery, but service has not been perfected. The cease and desist letter will be next served via personal service.

J. Complaint #24-0829

DAG Ward informed this is a complaint regarding client documentation. The investigation is complete, and a draft consent decree has been forwarded to the respondent for signature.

K. Complaint #24-0903

DAG Ward informed this complaint was received regarding an individual advertising unlicensed activity. A cease and desist letter served and answered. The Board Investigator continued to monitor respondent's social media and had it interpreted into English. A follow up cease and desist to be served based on the information in the English translation.

L. Complaint #24-0924

DAG Ward informed this is a complaint regarding unlicensed practice/advertising. Cease and Desist letter sent to respondent but returned without being delivered. Follow up Cease and desist letters sent to PO box and physical address – both returned as undeliverable. Investigator has continued to monitor respondent's social media, and all references to unlicensed practice/advertising have been removed. Investigator to recommend dismissal.

***On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada Board of Psychological Examiners approved dismissing Complaint #25-0924. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.***

M. Complaint #24-1202

DAG Ward informed this is a complaint regarding unlicensed practice. Complaint forwarded to respondent, who responded to the complaint. Investigator requested cease and desist letter from DAG, which has been sent to respondent and answered. DAG and investigator will make a determination on the complaint based on the latest response and advise the Board at a future meeting.

N. Complaint #25-0110

DAG Ward informed this is a complaint for unlicensed practice, which was forwarded to the respondent, and which the respondent answered. Based on the information in the respondent's answer, DAG has prepared draft consent decree to forward to respondent.

O. Complaint #25-0317

DAG Ward informed this is a complaint regarding unprofessional conduct related to a podcast. The Complaint was forwarded to respondent, who has provided a response. Based upon the investigator's review of the complaint and response, dismissal is being recommended.

***On motion by Stephanie Holland, second by Stephanie Woodard, the Nevada Board of Psychological Examiners approved dismissing Complaint #25-0317. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.***

P. Complaint #25-0324

DAG Ward informed this is a complaint regarding unethical conduct in a professional setting. Complaint forwarded to respondent, who retained counsel. Counsel for respondent requested and was provided an extension of time until June 17, 2025, to respond to the complaint.

Q. Complaint #25-0326

DAG Ward informed this complaint is for unlicensed practice; Complaint forwarded to respondent, who retained counsel. A response to the complaint was received. Based upon the investigator's review of the complaint and response, dismissal is recommended.

***On motion by Catherine Pearson, second by Stephanie Woodard, the Nevada Board of Psychological Examiners approved dismissing Complaint #25-0326. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.***

R. Complaint #25-0331

DAG Ward informed this complaint is regarding court ordered evaluation. Complainant was asked to provide the additional documentation required for a complaint regarding a court ordered evaluation before the complaint can be further considered. Required additional information not yet received. Complainant has until July 10 to provide the required information. If not received, dismissal will be requested.

S. Complaint #25-0410

DAG Ward informed this complaint is for ethical violations. Complaint forwarded to respondent for response, which has been received. Based on the information in the complaint and response, the Board investigator will be further investigating the complaint, including one or more interviews.

T. Complaint #25-0414

DAG Ward informed this is an anonymous complaint regarding unethical conduct. Request to complainant for evidence or corroborating information regarding the basis for the complaint, which has not yet been received. Complainant has been asked to provide supporting / corroborating evidence on or before July 10. If it is not received, dismissal will be requested.

U. Complaint #25-0519(1)

DAG Ward informed this complaint is for unethical conduct via PsyPact authorization services into NV. Complaint has been forwarded to the respondent for a response, which is due June 23.

V. Complaint #25-0519(2)

DAG Ward informed this complaint is against former supervisor regarding training verification. Records release from complainant requested and received. Complaint and records release forwarded to the respondent for a response, which is due June 26.

**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.**

The following applicants are recommended for approval of licensure contingent upon completion of licensure requirements: **Brian Benjamin, Colin Gallagher, Stephanie Phan, Daniel Schellenberg, Charlotte Watley, Rhea Waters, Desiree Misanko, Shannon Rocker, Sandra Lawrence-Clarke, Aerial Halstead, Taylor Chille, Angela Lewis, Jason Richardson, Jennifer Im, Jared Seltzer, Saacha Gates, Blair Batky, and Caedy Young.**

*On motion by Catherine Pearson, second by Stephanie Holland, the Nevada State Board of Psychological Examiners approved the following applicants for licensure contingent upon completion of licensure requirements: Brian Benjamin, Colin Gallagher, Stephanie Phan, Daniel Schellenberg, Charlotte Watley, Rhea Waters, Desiree Misanko, Shannon Rocker, Sandra Lawrence-Clarke, Aerial Halstead, Taylor Chille, Angela Lewis, Jason Richardson, Jennifer Im, Jared Seltzer, Saacha Gates, Blair Batky, and Caedy Young. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.*

- (For Possible Action) Discussion and Possible Action to Approve Dr. Candis Mitchell's Request to Extend her Registration as a Psychological Assistant for a Seventh Year.

Dr. Benuto shared that Dr. Candis Carswell-Mitchell has requested that her registration as a psychological assistant under the supervision of Dr. Robert Kutner (PY0591) be extended for a seventh year. She shared that Dr. Carswell-Mitchell was first registered as a Psychological Assistant on July 1, 2019. In March 2021, the Board granted her request to extend her registration through June 30, 2022, and she was thereafter granted another extension until June 30, 2023. During its June 2, 2023, meeting, Dr. Carswell-Mitchell requested and was again granted an extension through June 2024. That extension was based on, among other reasons, Dr. Carswell-Mitchell's statement

that she was scheduled to take the EPPP-1 in June 2023. Dr. Carswell-Mitchell did take the EPPP-1 on June 5, 2023, but did not pass.

During the Board's June 2024, meeting, Dr. Carswell-Mitchell requested another extension through June 2025, stating, among other things, that she had not been able to work and afford study materials to retake the exam. After the last extension granted in June 2024, the Board office extended the time for Dr. Carswell-Mitchell to retake the EPPP during her extended registration, but she has not retaken the exam, and now requests another registration extension so that she can do so. In support of her current request, Dr. Carswell-Mitchell states that, for the reasons she explains in her letter to the Board, she has not yet passed the exam, but has secured employment that will enable her to afford study materials to prepare for the exam and wants to sit for the exam retake in July.

NAC 641.151(3) requires Board approval when a registered Psychological Assistant seeks to extend their registration beyond 3 years, and the Board has a precedent of concern when a Psychological Assistant seeks a registration extension into, for instance, a seventh year. Information regarding a similar request to the Board and the Board's concerns with that request and the reasons for the registration limitation was made available in the materials that were provided to the Board for this agenda item.

Dr. Woodard pointed out that she has requested extensions each year in a timely manner with no gaps.

Dr. Carswell-Mitchell stated she plans to take the EPPP in July or August of 2025 and has been able to obtain new study materials. She shared that her job requires her to be registered.

Dr. Woodard recommended that Dr. Carswell-Mitchell come back during the Board's October 2025 meeting to provide an update on her progress.

*On motion by Stephanie Woodard, second by Stephanie Holland, the Nevada Board of Psychological Examiners approved Dr. Carswell-Mitchell's Request for an extension of her psychological assistant registration for a seventh and final year and extension and require that Dr. Carswell-Mitchell come before the Board in three months to provide progress updates on her taking the EPPP. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.*

## **10. (For Possible Action) Discussion and Possible Action to Approve the Executive Director's and Board Investigators' Performance Evaluations.**

Dr. Benuto shared that the annual evaluations were all positive.

*On motion by Stephanie Holland, second by Stephanie Pearson the Nevada Board of Psychological Examiners approved the performance evaluations for the Executive Director and the Board Investigators. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.*

**11. (For Possible Action) Discussion and Possible Action to Approve Revisions to the Board’s ATEAM Review Procedures.**

The Executive Director presented the proposed revisions to the ATEAM review process. She shared that the Board created the ATEAM Committee in 2017 to review applications from those without APA-accredited doctoral degrees. Over time, the process has become unnecessarily cumbersome. To improve efficiency, the Board office proposed a new review panel—an ATEAM member, Board staff, and a Board investigator—that would handle evaluations, with the full ATEAM only involved if there’s no consensus or an appeal. This approach, similar to other Board reviews, should speed up the process while keeping the ATEAM as a safeguard.

The Board recommended that each panel member have 5 business days to review and respond to an applicants application with their review.

The Board members shared consensus on this process being more efficient.

*On motion by Stephanie Woodard, second by Stephanie Holland the Nevada Board of Psychological Examiners approved Revisions to the Board’s ATEAM Review Procedures. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.) Motion Carried: 4-0.*

**12. (For Possible Action) Discussion and Possible Action to Approve Scheduling a Regulations Workshop for Revisions to NAC Chapter 641 to Comply with 2025 SB251 (Provisional Licensure for Psychological Assistants and Psychological Interns) and 2025 AB196 (repealing the requirement to register firms, partnerships, or corporations with the Board).**

The Executive Director shared that due to the change in statute for SB251 and AB196, regulation changes need to take place. The Executive Director presented a draft of those proposed changes before the Board.

*On motion by Catherine Pearson, second by Stephanie Holland the Nevada Board of Psychological Examiners approved scheduling a Regulations Workshop for revisions to NAC Chapter 641 to comply with 2025 SB251. (Yea:*

*Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.)  
Motion Carried: 4-0.*

**13. (For Possible Action) Discussion and Possible Action to Approve granting Continuing Education Credit to Disciplinary Supervision Training Participants.**

The Executive Director shared that on May 31, 2025, 13 of 20 interested licensees attended a one-hour disciplinary supervision training by Dr. Young and Dr. Owens. They requested Board approval to grant 1 hour of live continuing education credit to attendees and future participants. A certificate has been prepared for this purpose.

*On motion by Stephanie Holland, second by Catherine Pearson, the Nevada Board of Psychological Examiners approved granting one Continuing Education Credit to Disciplinary Supervision Training Participants. (Yea: Lorraine Benuto, Stephanie Holland, Catherine Pearson, and Stephanie Woodard.)  
Motion Carried: 4-0.*

**14. (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.**

The next regular meeting of the Nevada Board of Psychological Examiners is currently scheduled for Friday, July 18, 2025, beginning at 8:00 a.m. The August Board meeting was rescheduled to Friday, August 22, 2025, and the September Board meeting was cancelled.

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

There were no requests for future Board Meeting agenda items.

**16. Public Comment.** The Board wants to remind those who participate in public comment that you are limited to three minutes per person, and that public comment is reserved for comment only. It will not be used as a platform for questions and answers. If you have a statement that is longer than three minutes, please submit your statement in writing and the Board will include it in the written materials that are posted. If you have questions for which you would like answers, please email the Board office at [nbop@govmail.state.nv.us](mailto:nbop@govmail.state.nv.us).

Dr. Benuto wanted to remind members of the public that our Deputy Attorney General has requested that no public comment be made on any pending complaints.

There was no public comment.

**17. (For Possible Action) Adjournment**

There being no further business before the Board, President Dr. Benuto adjourned the meeting at 9:42 a.m.