

PUBLIC NOTICE OF A MEETING FOR

STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS

DATE OF MEETING: Friday, November 12, 2021 Time: 8:30 a.m.

The meeting 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/84548644504>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: **845 4864 4504**. The meeting may also be attended at the physical location of the Board Office at 4600 Kietzke Lane, Suite B-116, 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) Public Hearing to Solicit Comments on a Regulation (Legislative Counsel Bureau File Number R174-20P) Proposed for Adoption; and Possible Action to Make Revisions to and/or Forward any/all of the Proposed Regulation to the Legislative Counsel Bureau In Accordance with NRS Chapter 233B. (See Attached Public Notice for Information on the Draft Regulation)

4. (For Possible Action) Discussion and Possible Action to Approve the Minutes of the Regular Meeting and the Work Session of the State of Nevada Board of Psychological Examiners on October 8, 2021.

5. Financial Report

- A. (For Possible Action) Discussion and Possible Action to Approve the Treasurer's Report for Fiscal Year 2022 (July 1, 2021, Through June 30, 2022).
- B. (For Possible Action) Discussion and Possible Action to Approve the Budget Reconciliation and Final Treasurer's Report for Fiscal Year 2021 (July 1, 2020, Through June 30, 2021).
- C. (For Possible Action) Discussion and Possible Action to Approve the Contract of Neena Laxalt to serve as the Board's Lobbyist through February 29, 2023 at a cost of \$1,047.75 per month.

6. Board Needs and Operations

- A. Update and Report from the Nevada Psychological Association
- B. Report From the Executive Director on Board Office Operations, including the status of provisional licenses previously approved by the Board
- C. Update on Topics Discussed at the ASPPB Annual Meeting

7. (For Possible Action) Discussion and Possible Action to Provide Guidance on Matters Related to the Covid-19 Pandemic and Governor Sisolak's Directive 011. Discussion May Include Options for Temporary Licensure to Ensure Continuity of Care for Patients Being Seen by Out-Of-State Providers when the Provisions of Directive 011 Expire, Licensure Renewal, Continuing Education Credits, Supervision Concerns, Obtaining Clinical Hours for Licensure, and the Use of Telepsychology and Interjurisdictional Practice.

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

- A. Complaint #19-0626
- B. Complaint #19-0709
- C. Complaint #19-1106
- D. Complaint #19-1223
- E. Complaint #20-0501
- F. Complaint #20-0818
- G. Complaint #20-0819
- H. Complaint #21-0524
- I. Complaint #21-0726
- J. Complaint #21-0810
- K. Complaint #21-0816

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.

Note: Applicant names are listed on the agenda to allow the Board to discuss applicants when necessary to move the applicant through the licensure process. The listing of an applicant's name on the agenda indicates only that an application for licensure/registration has been received. It does not mean that the application has been approved or that the applicant must appear at the meeting in order for the applicant's application to move forward through the licensure process. If an applicant needs to attend the meeting for the Board to take action, the applicant will be notified in writing prior to the meeting. Please, direct questions or comments regarding licensure applications to the Board office.

PSYCHOLOGISTS

Liana Abascal	Beth Borosh-Gissane	Georgia Dalto (PA)	Kalana Greer
Michael Abrams	Latoya Brogdon	Edward DeAnda	Lori Haggard
Danielle Agnello (PA)	Corby Bulp	Rachyll Dempsey	Michelle Hardy
Catherine Aisner	Jodi Cabrera	Roman Dietrich	Jill Hayes Barbee
Gera Anderson	Tyler Camaione	Mary Dinerman	Andrew Hickman
Tony Angelo	Cynthia Cameron	Deva Dorris (PA)	Bernadette Hinojos (PA)
Cherly Ballou	Jonathan Campos (PA)	Marie Ehrler	Billie Ivra
John Barona	Chakranarayan, Cheryl	Anthony Francisco	Carolynne Karr
Stephanie Bellusa (PA)	Sylvia Chang	Howard Friedman	Kathryn Kimball
Jennifer Berg	Si Arthur Chen	Miriam Funtowicz	Lisa Lainer
Luke Bigler	Dana Chidekel	Dana Gionta	Laura LaPiana
Mantsha Boikanyo	Filippo Cieri	Jonathan Gould	Beth Lavin
Amanda Borlenghi	Richard Coder	Nancy Grau	Timothy Law

Karen Lehman	Jonine Nazar-Biesman	Rory Reid	Alisa Turner-Augustyn
Rose Leung	Heather Neill	Kristina Reynoso	Anya Verriden
Bertrand Levesque	Raymond Nourmand	Danielle Richards	Angela Waldrop
Jodi Lovejoy	Nnenna Nwanko	Anthony Rodriguez	John Walker
Debra Maddox	Ariel Ogilvie-McSweeney	Vincent Rodriguez	Nicolle Walters
Melissa Marrapese	Gabriela Olavarrieta (PA)	Amber Rose	Dale Watson
Robert McGahey	Brian Olsen	Mariah Schwan	Justine Weber
Patricia McGuire	Bruce Peltier	Shelly Sheinbein	Kiara Wesley
Shanna Mohler	Rhea Pobuda	Aaron Van Smith	Yvonne Westover
Luzviminda Morrow (PA)	Katherine Pruzan	Michael Stein	Carrie Wilkens
Monica Mousa	Maxwell Rappaport	Nicole Steiner-Pappalardo	Marquez Wilson (PA)
Michellane Mouton	Elke Rechberger	Vahe Sukiasyan	Stephen Winston
Patrick Murphy		LaTanya Takla	Wendy Worrell

PSYCHOLOGICAL ASSISTANTS

Ines Acevedo	Tasman Cleaver	Vanessa Ma	January Prince
Sonakshi Arora	Jessica Crellin	James Maltzahn	Elizabeth Pritchard
Nats Babel	Nicole Dionisio	Carolina Meza Perez	Sarah Ramos
Abigail Baily	Alicia Doman	Desiree Misanko	David Robinson
Tracy Basile	Melanie Duckworth	Candis R. Mitchell	Daniela Sandelin
Michelle Berumen	Evan Fertel	Crystal Moon	Shweta Sharma
Shannon Burns-Darden	Daphne Fowler	Carolina Morales Alcea	Gerald Shorty
Rachel Butler Pagnotti	Alyssa Garcia	Blanca Naudin	Sharon Simington
Tyler Camaione	Milagro Gonzalez	Kellie Nesto	Alexis Sliva
Nicholas Carfagno	Stacy Graves	Jonathan Parker	Krystal Smith
Jena Casas	Jennifer Grimes Vawters	Dylena Pierce	Cyndy Soto-Lopez
Leandrea Caver	Kelly Hughes	Chelsea Powell	Lydia Stevenson
Nino Chkhaidze	Kelly Humphreys	Amanda Powers	Lauren Wing
Althea Clark	Cynthia Lancaster	Richard Pratt	Jaime Wong

PSYCHOLOGICAL INTERNS

Lynne Ballard	Linda Curtis	Dorota Krotkiewicz	Abraham Reynolds
Amanda Barone	Chad Davis	Angela Lewis	Barbara Sommer
Leslie Bautista	Kimberly Gray	Elisabeth Lischer	Sean Traynor
Katie Biggers	Shanel Harris	Kelly Nelson	Alexandro Velez
Shantay Coleman	Michael Hobbs	Jeffery Newell	Melina Yaraghchi
Jessica Conner	Monica Jackson	Ximena Radienovic	Qingqing Zhu

PSYCHOLOGICAL TRAINEES

Yen-Ling Chen	Amanda Howard	Amanda Mraz	Heather Thompson
Dominique Cheung	Kayla Kaiser	Kelly Parker	Sherri Tschida
Kayla Fobian	Demi Kourtesi	Nicky Petersen	Charlotte Watley
Leila Gail	Erica Marino	Mary Smirnova	Kayli Wrenn
Jaqueline Green	Mollie McDonald	Holly Summers	

- A. (For Possible Action) Discussion and Possible Action to Issue a License to Practice Psychology to Applicant Deva Dorris Under the Supervision of a Licensed Psychologist until she obtains a passing score on the EPPP Part-2 and contingent upon completion of all other licensure requirements
 - B. (For Possible Action) Discussion and Possible Action to Approve the Request for Accommodation of Dr. Justine Weber to take the Nevada State Examination
 - C. (For Possible Action) Discussion and Possible Action to Approve the Application for Reactivation of License for Dr. William Follette, Expiring December 31, 2022
 - D. (For Possible Action) Discussion and Possible Action to Remove/Inactivate the Provisional License of Dr. Andrew Hickman as of November 26, 2021
 - E. (For Possible Action) Discussion and Possible Action to Approve the Licensure of Dr. Timothy Law, contingent upon satisfactory completion of other licensure requirements
 - F. (For Possible Action) Discussion and Possible Action to Extend the Application for Licensure of Dr. Marie Ehrler for one year to complete licensure requirements
 - G. (For Possible Action) Discussion and Possible Action to Approve the Change in Supervisor as Part of the Registration of Stephanie Bellusa as a Psychological Assistant
- 10. (For Possible Action) Discussion and Possible Action to Consider an End Date for the Granting of Provisional Licenses for Applicants Needing to Take and Pass the EPPP Part-2 as part of the Requirements for Licensure**
- 11. (For Possible Action) Discussion and Possible Action to Consider a Request by Dr. Soseh Esmaeili for a One-Time Waiver of NAC 641.158 to allow for the Supervision of a 4th Psychological Assistant**
- 12. (For Possible Action) Discussion and Possible Action to Create a Master's Degree Level License and/or a Psychological Assistant (Post-Doctoral) License**
- 13. (For Possible Action) Discussion and Possible Action to Approve the 2021-22 Strategic Plan Goals and Objectives**
- 14. Legislative Update**
- A. (For Possible Action) Discussion and Possible Action on the Proposed Revision of Nevada Revised Statutes (NRS) 641.390, Representation or Practice

Without License or Registration Prohibited, During the 2023 Session of the Nevada State Legislature

15. (For Possible Action) Discussion and Possible Action on Regulations Proposing Changes to Nevada Administrative Code (NAC) Chapter 641 in Accordance with Nevada Revised Statutes (NRS) Chapter 233B

- A. R057-19: Fees
- B. R058-19: Endorsement Language
- C. R114-19: Foreign Graduates
- D. R115-19: Supervision, payment of psychological assistant, Closure of a Practice
- E. R173-20 (Previously R131-15): Requires those teaching or engaging in research to be licensed if providing supervision in a university setting.
- F. R174-20: Code of Conduct
- G. R175-20: Removal of "Moral"
- H. TBD: Removal of "Behavior Analyst" ...
- I. TBD: Regulations related to Assembly Bill 327
- J. TBD: Regulations related to Assembly Bill 366
- K. TBD: Regulations related to Senate Bill 44

16. (For Possible Action) Discussion of U.S. District Court Case 2:20-CV-00651-KJD-VCF Where the State of Nevada Board Psychological Examiners is a Named Defendant.

17. (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, December 10, 2021, at 8:30 a.m.
- B. Proposed Schedule of 2022 Board Meetings

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

19. 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)

20. (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 Wednesday, November 10, 2021 (Please note: Thursday, November 11, 2021 is a state holiday).

For supporting materials, visit the Board's website at <http://psyexam.nv.gov/Board/2021/2021/> or contact Lisa Scurry, Executive Director at 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 9 a.m. on Monday, November 8, 2021, 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 <http://psyexam.nv.gov/Board/2021/2021/>.

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).

ADDENDUM A

NOTICE OF INTENT TO ACT UPON A REGULATION

Notice of Hearing for the adoption of Regulations of the State of Nevada Board of Psychological Examiners

The State of Nevada Board of Psychological Examiners ("Board") will hold a public hearing at 8:35 a.m. on November 12, 2021. The public hearing 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/84548644504>. To access the meeting via audio only, dial 1-669-900-6833 and enter the meeting ID: **845 4864 4504**. The meeting may also be attended at the physical location of the Board Office at 4600 Kietzke Lane, Suite B-116, 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 purpose of the hearing is to receive comments from all interested persons regarding the adoption of regulations that pertain to Chapter 641 of the Nevada Administrative Code. 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 hearing and will be forwarded to the Board for their consideration.

The following information is provided pursuant to the requirements of NRS 233B.0603:

1. The need for and the purpose of the proposed regulation or amendment.

LCB File No. R174-20: A REGULATION relating to psychology; adopting by reference the *Code of Conduct* adopted by the Association of State and Provincial Psychology Boards; and providing other matters properly relating thereto.

2. A statement explaining how to obtain the approved or revised text of the proposed regulation prepared by the Legislative Counsel pursuant to NRS 233B.063.

A copy of the proposed regulations can be obtained at the Board's website by going to www.psyexam.nv.gov, or by contacting the Board of Psychological Examiners at 775-688-1268 or 4600 Kietzke Lane, Bldg B-116, Reno, NV 89502. A reasonable fee for copying may be charged.

3. The estimated economic effect of the regulation on the business which it is to regulate and on the public. These must be stated separately and in each case must include:

(a) Both adverse and beneficial effects; and

There should be no increased cost to Psychologists in Nevada as a result of adoption of any of the proposed regulations and, therefore, no adverse or beneficial effects.

(b) Both immediate and long-term effects.

There should be no increased cost to Psychologists in Nevada as a result of adoption of any of the proposed regulations and, therefore, no immediate or long-term effects.

4. A statement identifying the methods used by the agency in determining the impact on a small business prepared pursuant to subsection 3 of NRS 233B.0608.

The request for input regarding impact was sent to licensees of the Board of Psychological Examiners. A workshop to present the proposed changes and hear public input was held on August 14, 2020.

5. The estimated cost to the agency for enforcement of the proposed regulation.

The Board believes that the cost of enforcement of the proposed regulation will be minimal.

6. A description of the citation to any regulations of other state or local governmental agencies which the proposed regulation overlaps or duplicates and a statement explaining why the duplication or overlapping necessary. If the proposed regulation overlaps or duplicates a federal regulation, the notice must include the name of the regulating federal agency.

The Board is not aware of any overlapping or duplicating of federal or state regulations.

7. If the regulation is required pursuant to federal law, a citation and description of the federal law.

The Board is not aware of any requirement to federal law.

8. If the regulation includes provisions which are more stringent than a federal regulation that regulates the same activity, a summary of such provisions.

There should be no duplication of a federal regulation.

9. Whether the proposed regulation establishes a new fee or increases an existing fee.

There are no new fees or increases to an existing fee in any of the proposed regulations.

Persons wishing to comment upon the proposed action of the State of Nevada Board of Psychological Examiners may appear at the scheduled public hearing or may address their comments, data, views, or arguments, in written form, to State of Nevada Board of Psychological Examiners, 4600 Kietzke Lane, Bldg B-116, Reno, NV 89502. Written submissions must be received by the State of Nevada Board of Psychological Examiners on or before Thursday, November 11, 2021 at 5:00 p.m. If no person who is directly affected by the proposed action appears to request time to make an oral presentation, the State of Nevada Board of Psychological Examiners may proceed immediately to act upon any written submissions.

A copy of this notice and the regulations to be adopted will be available at the State of Nevada Board of Psychological Examiners for inspection and copying by members of the public during business hours. This notice and the text of the proposed regulation are also available in the State of Nevada Register of Administrative Regulations, which is prepared and published monthly by the Legislative Counsel Bureau pursuant to NRS 233B.0653, and on the Internet at <http://www.leg.state.nv.us>. Copies of this notice and the proposed regulation will also be mailed to members of the public upon request. A reasonable fee may be charged for copies if it is deemed necessary.

Upon adoption of any regulation, the agency, if requested to do so by an interested person either before adoption or within 30 days thereafter, will issue a concise statement of the principal reasons for and against its adoption and incorporate therein its reason for overruling the consideration urged against its adoption.

This notice of hearing has been sent to persons on the agenda's mailing list, licensed psychologists, posted at the Board's website (<http://psyexam.nv.gov>) and the State of Nevada website (<https://notice.nv.gov/>) and the office of the Board of Psychological Examiners (4600 Kietzke Lane, Bldg B-116, Reno, Nevada).

**PROPOSED REGULATION OF THE
BOARD OF PSYCHOLOGICAL EXAMINERS**

LCB File No. R174-20

July 1, 2021

EXPLANATION – Matter in *italics* is new; matter in brackets ~~[omitted material]~~ is material to be omitted.

AUTHORITY: § 1, NRS 641.100.

A REGULATION relating to psychology; adopting by reference the *Code of Conduct* adopted by the Association of State and Provincial Psychology Boards; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

Existing law requires the Board of Psychological Examiners to adopt regulations prescribing the qualifications for the issuance or renewal of a license by the Board and authorizes the Board to adopt regulations governing the practice of psychology. (NRS 641.100) Existing regulations set forth the standards of conduct which a psychologist, licensed behavior analyst or licensed assistant behavior analyst must follow in the provision of services. (NAC 641.200-641.255) A violation of those standards of conduct constitutes unprofessional conduct and is grounds for disciplinary action or the denial of an application for an initial license or the renewal of a license. (NAC 641.200) Existing regulations also adopt by reference the *Ethical Principles of Psychologists and Code of Conduct* for incorporation into the standards of conduct which must be followed. (NAC 641.250) This regulation adopts by reference the provisions set forth in the most recent edition of the *Code of Conduct* adopted by the Association of State and Provincial Psychology Boards, unless the Board gives notice that the most recent edition is not suitable for this State and except to the extent that those provisions conflict with the provisions of the standards of conduct set forth in existing regulations, in which case the existing regulations are controlling.

Section 1. NAC 641.250 is hereby amended to read as follows:

641.250 1. The provisions set forth in the most recent edition of the *Ethical Principles of Psychologists and Code of Conduct* adopted by the American Psychological Association are hereby adopted by reference and incorporated herein, unless the Board gives notice that the most recent edition is not suitable for this State pursuant to subsection ~~[2]~~ 3 and except to the extent

that those provisions conflict with the provisions of NAC 641.200 to 641.255, inclusive, in which case the provisions of NAC 641.200 to 641.255, inclusive, are controlling. A copy of the publication may be obtained free of charge from the American Psychological Association at 750 First Street, N.E., Washington, D.C., 20002-4242, Attention: Service Center, at the Internet address <http://www.apa.org/ethics/code.html> or by telephone at (202) 336-5500.

2. *The provisions set forth in the most recent edition of the Code of Conduct adopted by the Association of State and Provincial Psychology Boards are hereby adopted by reference and incorporated herein, unless the Board gives notice that the most recent edition is not suitable for this State pursuant to subsection 3 and except to the extent that those provisions conflict with the provisions of NAC 641.200 to 641.255, inclusive, in which case the provisions of NAC 641.200 to 641.255, inclusive, are controlling. A copy of the publication may be obtained free of charge from the Association of State and Provincial Psychology Boards at 215 Market Road, Tyrone, GA 30290, Attention: Member Services, at the Internet address <http://www.asppb.net> or by telephone at (678) 216-1175.*

3. If the publication adopted by reference pursuant to subsection 1 *or* 2 is revised, the Board will review the revision to ensure its suitability for this State. If the Board determines that the revision is not suitable for this State, the Board will hold a public hearing to review its determination within 6 months after the date of publication of the revision and give notice of that hearing. If, after the hearing, the Board does not revise its determination, the Board will give notice within 30 days after the hearing that the revision is not suitable for this State. If the Board does not give such notice, the revision becomes part of the publication adopted by reference pursuant to subsection 1 ~~[.]~~ *or* 2.

STATE OF NEVADA BOARD OF PSYCHOLOGICAL EXAMINERS
STRATEGIC PLANNING WORK SESSION
MEETING MINUTES

October 8, 2021

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

Call to Order: The work session of the Nevada State Board of Psychological Examiners was called to order by President Whitney Owens, PsyD, at 12:24 p.m. at the office of the Board of Psychological Examiners, 4600 Kietzke Lane, Ste B-116, Reno, Nevada 89502. Due to COVID-19 and Governor Sisolak's Emergency Mandate to Stay at Home for Nevada, this meeting was also conducted online via "Zoom."

Roll Call: Board President Whitney Owens, PsyD, Secretary/Treasurer Stephanie Woodard, Psy.D., and members Monique Abarca, LCSW, Stephanie Holland, PsyD, and Soseh Esmaili, PsyD, were present.

Also present were Dr. Gary Lenkeit, Board Investigator, Dr. Sheila Young, Board Investigator, and Lisa Scurry, Executive Director.

2. Public Comment

There was no public comment at this time. Lisa Scurry, Executive Director, stated no public comment had been received by the Board Office as of the start of the meeting.

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 outlined on Attachment A to this notice.

The strategic plan of the Board of Psychological Examiners was reviewed and revised. The strategic plan was adopted in 2018 and last reviewed in 2019. The following goals were discussed with individual objectives added, deleted and revised.

Goal A: Enhancing Communication with Psychologists and Students

- Improving communication Through Database and List Serve.

The Board discussed improving the ways in which information is distributed and made available to licensees, registrants, and applicants.

There was discussion about the effectiveness and limitations of the online database. The database provides a way for the public to check on licensure, and for licensees to update their directory/public and mailing addresses without assistance from the Board office. It is also provides the means for electronic license renewal.

The database limitations described were based on comparisons with other similar services. Many of the "off the shelf" products allow individuals to apply for licensure or registration within the system. With the current Board database, office staff must manually enter the applicant information to the database once an application is received. Other systems will also allow licensees to upload documents, such as continuing education certificates, to a "digital wallet." The current database does not offer that functionality.

Ms. Scurry explained any changes to the current database will be an added initial expense of approximately \$2,500. Other database companies charge an annual fee of at least \$10,000 but changes to the system are more easily accomplished. This cost, however, would be 5 times what the Board is currently paying.

Lastly, Ms. Scurry suggested that much of the information that should be tracked by the Board office cannot be placed within the database and is, instead, kept within spreadsheets. Improvements to the database would allow for improved sorting and tracking of information.

The Board discussed researching the cost of making improvements to the current system versus switching to a new technology resource. Ms. Scurry suggested looking at the item in the Spring when more will be known about the Board's finances for the next fiscal year, as well as the Board's needs versus what is readily available.

Secretary/Treasurer Woodard stated she would partner on this item as the financial implications are of high importance and will need to be considered.

- Creation of a Quarterly Newsletter

The Board discussed creation of a quarterly newsletter as a means of increasing communication with licensees. A newsletter would be posted to the Board's website and/or distributed to all licensees with information about issues being addressed by the Board as well as procedural updates from the Board office.

Discussion included whether a newsletter was necessary and its creation a good use of the executive director's time. Alternatively, a newsletter could be created only once or twice each year; and/or, in lieu of a newsletter, distribution of monthly Board meeting highlights to licensees.

It was recommended that a newsletter be created twice each year, in the spring and fall, to provide licensees and registrants with updates and reminders. The list of proposed topics would be presented to the Board in advance of publication.

Board Member Monique Abarca volunteered to work on the newsletter in conjunction with her duties as the continuing education coordinator. She will review topics and coordinate with the executive director.

- Website – Update and Revise

Ms. Scurry suggested conducting a review of the website including who is visiting the site and for what reasons. Based on that information, information that is most sought after will be moved to the more central locations within the site. Examples include moving the online application to the top of the licensing page, posting the policies and procedures being adopted by the Board, and making verification of license easier to find for the public.

Board President Whitney Owens volunteered to review the website with the executive director to identify areas for revision and update.

Goal B: Improving Office Policies and Processes

- Go Paperless

Director Scurry suggested expanding the movement of documents from paper to electronic versions. Primarily, applications for licensure and registration should be online only. Such a move will reduce the amount of time processing applications as paper applications often result in back-and-forth communication with the office to receive all of the necessary information.

It was suggested that licensure renewal packets not be mass mailed in the Fall of 2022. Instead, all licensees will either renew online or they can download the renewal packet from the Board's website. A packet would also be mailed to the licensee upon request. Ms. Scurry stated that mass mailing the renewal packets, in addition to the online reminders, caused confusion and unnecessary expense in 2020. She suggested this topic be considered when renewals are discussed in the spring of 2022.

President Owens volunteered to review the renewal policy and procedures.

- Review and revise employment and employee policies regarding time off (sick/vacation), evaluation and discipline

Director Scurry explained that the employment and performance review policies were created and adopted by the Board earlier in the year. Those documents will be reviewed on an annual basis.

Dr. Woodard, as Secretary/Treasurer, was suggested as the reviewer of those documents.

- Create Frequently Asked Questions online/ make a video using different topics quarterly

This item was deleted as the frequently asked questions is part of the communications objectives and website review. There are no plans to create a video and the FAQ information will be maintained as part of website revisions.

- Update Office Procedure Manual

Ms. Scurry explained that the office procedure manual was drafted in 2019. Some of the content has been moved into stand-alone policies and procedures that were adopted by the Board. Other sections are in various stages of review and revision. She added that the intent is to create step-by-step procedures for both daily and ongoing operations of the Board office.

Depending on the category of information, members of the Board and the Board investigators will be asked to review sections. For example, the Secretary/Treasurer will be responsible for the review of any financial sections and the CE chair will be responsible for continuing education information.

- Set up Legislative Training

Ms. Scurry stated that she was not in need of additional training on the legislative session and bill drafting process. She added that the area of regulation development will be written as a procedure to ensure those steps are documented and easy to follow in the future. Those procedures will be put into the office procedure manual.

- Social Media Policy – completed

The social media policy was previously adopted by the Board. This objective will be removed from the Strategic Plan.

- Hire a Bookkeeper – completed

A bookkeeper was hired in 2020 to add financial support and oversight to the Board office. This objective will be removed from the Strategic Plan.

- Endorsement Language

Ms. Scurry explained that, although procedures have been written related to application for licensure by endorsement, the final document has not been presented to the Board due to recent changes to the application process. It was expected to go to the Board for adoption in the December meeting.

Adoption of the regulation on endorsement are pending final approval by the State.

- Continuing Education – review guidelines

Draft procedures for the review and approval of continuing education course applications are being created. The draft will be reviewed by the Continuing Education Chair, Ms. Abarca. Ms. Abarca agreed that such guidelines should be adopted to ensure understanding and consistency of the approval process. The proposed end date for adoption of the guidelines would be February / March 2022.

Goal C: Complaint Investigation and Procedure for Disciplinary Proceedings

Ms. Scurry stated that the policy on disciplinary proceedings was reviewed in the past year by the Board investigators and the Board's legal counsel. Office procedures are being drafted and will be reviewed by the investigators. Those procedures will document the step-by-step process used by the Office to process and handle investigations.

Dr. Lenkeit suggested the policy should be reviewed as it was adopted several years ago. Ms. Scurry added that a possible revision to the current policy centers on when correspondence to a respondent must be sent by the Board's legal counsel versus the Board office, particularly when the respondent has obtained their own legal counsel.

- 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

Dr. Woodard left the meeting at 2:00.

Goal D: Future Legislative Needs

The Board discussed the status of legislative needs in the Strategic Plan as well as objectives to be added for changes to both Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC).

- Develop Tracking system to identify needed regulation changes

Ms. Scurry explained that the Legislature has an electronic tracking system for use during the legislative session. The process for use of the system as well as the tracking of proposed legislation will be added to the office procedures manual.

- Endorsement Language

This regulation is pending final approval by the State. Development of procedures for processing applications for licensure by endorsement are included in Goal B (above).

- Regulation Changes

New items

Proposed new regulations were added to the Strategic Plan for discussion over the next year included registration of psychological interns; supervision of trainees, interns, and post-doctoral students, including the definition of primary and secondary supervisors; and the registration of supervisors.

- NRS 641.390, Representation or Practice Without License or Registration Prohibited

The Board previously recommended a change to NRS 641.390, Representation or Practice Without License or Registration Prohibited. The item was recommended for inclusion in the strategic plan for consideration during the 2023 Session of the Nevada State Legislature. The proposed change would specifically require psychologists employed by the Nevada Corrections Department to be licensed by the Board. President Owens explained that the proposed change will involve the Human Resources Department for Corrections and there could be a cost associated with the analysis of job descriptions, titles, salaries, etc.

- Master's Level License

President Owens explained that the development of accreditation for a Master's Level License for psychologists is being considered by the American Psychological Association (APA). She stated that the Board should have discussions about the topic, including the potential future drafting of legislation, prior to APA and others making recommendations. This will allow the Board to take the lead in whether or not to fully pursue development of such a license.

In addition to Dr. Owens, Dr. Lenkeit and Dr. Esmaeili volunteered to be part of the team individually researching the issue for future discussion by the Board.

- Registration of psychological interns

A proposal to change the registration of psychological interns from permissive to mandatory was added to the Plan. It was stated that the issue had been discussed previously and the decision was made to not mandate registration of interns at the request of some licensees/groups who stated mandatory registration could cause conflicts. It was decided that further research would be done to determine if registration should be mandated with exceptions available as needed for those groups.

There was discussion about whether a change to the statute would be necessary or just to the NAC. The Board's legal counsel will be consulted to make that determination.

Dr. Holland volunteered to take the lead on this objective.

- Limitation on number of assistants, interns and supervisors. (NAC 641.158)

As a result of discussion during the Board's regular meeting, the potential revision of the number of trainees, interns and/or assistants per supervisor was added as an objective. Discussion was held related to the reasons the NAC was adopted and, specifically, how many students are appropriate for a supervisor to oversee and still maintain adequate quality of care for all patients/clients.

Additionally, it was suggested that the definition of primary supervisor and secondary supervisor be considered for addition to the NAC. The current NAC only refers to "supervisors" generally without distinguishing between the two.

President Owens suggested adding language that consideration of an exception to the number of supervisors may only be approved by the Board.

Dr. Holland volunteered to take the lead on this objective.

- Registration of supervisors.

A proposal to have supervisors register with the Board was added as an objective to be developed over the next year. Research will be conducted into how other states register supervisors, as well as the process used by other mental health boards in Nevada.

Research will include the types of training required by the supervisor, and if a cost to register will be levied.

President Owens volunteered to take the lead on the item.

Goal E: External Audit / Financial Oversight

- Update new executive director on 2018 and 2019 audit deficiencies and identify plan to remediate Board office operations

This objective will be removed from the Strategic Plan as the past deficiencies have been addressed.

Ms. Scurry explained that there may be one finding on the upcoming external audit having to do with the recording of deferred revenues. She and the bookkeeper have met and discussed the new process with the accountants and made adjustments.

- Improve budget reporting format, and improve coordination between Board office and Treasurer

The budget reporting format is an ongoing continuous systems improvement, including the way in which the finances are reported to ensure accuracy and transparency.

- Develop plan to rectify audit deficiencies.

There are currently no audit deficiencies to be addressed. It was suggested that the objective remain on the Strategic Plan to address any issues that come up annually during the audit.

Dr. Woodard stated that the accountants conducting the external auditor will present the final audit to the Board, along with an explanation of any findings.

- Executive Director Receive 1:1 training with Board Auditor

Ms. Scurry stated that she has met with the external auditor about the bookkeeping procedures and will make adjustments to processes as necessary. Additionally, the

bookkeeper hired by the Board has trained the executive director on the bookkeeping software and revised processes used by the Board office.

The office bookkeeping procedures will be included in the office procedures manual. Ms. Scurry added that training of the Board Secretary / Treasurer will be added to the manual. Such training will include how to access the bookkeeping software, how to read the financial reports, and budgeting processes.

- Executive Director explore bookkeeper training or cost of bookkeeper services

This item will be removed from the Plan, although training with the bookkeeper is available as necessary.

- Better understand the Accrual VS Cash Analysis

Ms. Scurry stated she would research the reason this objective is on the Plan and would address it at a later meeting.

- Training in Bookkeeping / Financial Policies and Procedures

Ms. Scurry explained that in January 2019, the Board adopted an Operating Reserve policy. Part of the policy was a commitment to develop additional policies related to investment and risk tolerance, operating budget, and fund development. Some of the provisions of those policies are established through statute, such as a reserve account. She will work with the Secretary/Treasurer on what policies are required by state law in order to create procedures for compliance.

The operating budget policy will be drafted first and include definitions of line items in the budget, spending levels and approval process, etc.

Dr. Woodard will be the lead Board member on this item.

Goal F: Examinations

- Exam Policy and Candidate Guide

Ms. Scurry explained that she and Dr. Holland have revised the test policy and procedures and the Candidate Guide. Those documents will come to the Board when discussion of the state exam occurs. A change that will be made to the existing document is the addition of language requiring annual review of the exam.

Following review of the current exam questions and administration process, the policy will return to the Board for review.

- EPPP Part-2

The EPPP Part-2 has been fully implemented by ASPPB. At the next meeting, discussion will be held as to whether exceptions for provisional licensure will continue to be provided to applicants needing to take the exam as the final step in the process.

- Streamlining Examination requirements

Ms. Scurry asked if there will be a point in the future when individuals who are licensed in other jurisdictions will be required to take the EPPP Part-2. Currently individuals who are licensed in another state are not required to take the EPPP Part-2 to obtain licensure in Nevada. This topic will be discussed at a regular meeting of the Board.

Dr Woodard returned to the meeting at 2:30 p.m.

Goal G: Other Items

Dr. Lenkeit asked if the Board should consider any actions related to Directive 011 and temporary registration of licensees from other jurisdictions. Dr. Woodard stated that conversations are occurring at the State level including providing some lead time to Boards to ensure continuity of care. This item will continue to appear on regular Board meeting agendas for discussion and potential action.

Efforts to fill vacancies on the Board were discussed. It was suggested that a letter be sent to the Governor asking about the status of the two vacancies.

4. Public Comment

There was no public comment at this time.

5. (For Possible Action) Adjournment

There being no further business before the Board, President Owens adjourned the Work Session at 3:20 p.m.

FINANCIAL REPORT
Thru October 31, 2021

ITEM 5A

	FY22 Budget	FY22 Actual	FY22 Difference as of 11/1/2021	% of actual to budget
RESERVE * not including Savings (as of app. July 1, 2021)	\$225,000.00	\$260,000.00		
INCOME				
Deferred Revenue (License Renewal)	\$0.00	\$0.00	\$0.00	
License Fees - Psychological				
Initial (4010, 40100, 40201, 40202, 40203)	\$30,000.00	\$13,617.67	\$16,382.33	45.39%
Psych Assistants (40101, 40281)	\$5,000.00	\$2,354.71	\$2,645.29	47.09%
Psych Intern (40102, 40282)	\$2,500.00	\$833.80	\$1,666.20	33.35%
Trainee (40103, 40283)	\$1,000.00	\$682.96	\$682.96	
Non-Resident Consultant (4030)	\$1,000.00	\$498.19	\$501.81	49.82%
Total Licensing Fees	\$39,500.00	\$17,987.33	\$21,878.59	45.54%
State Examination (4015)	\$6,000.00	\$3,638.81	\$2,361.19	60.65%
Cost Recovered (disciplinary - 4078)	\$1,000.00	\$0.00	\$1,000.00	0.00%
Mediation Review	\$500.00	\$0.00	\$500.00	0.00%
Other Income			\$0.00	
Wall License (4025, 40251, 40252)	\$2,000.00	\$650.00	\$1,350.00	32.50%
Late Fees (4050)	\$0.00	\$0.00	\$0.00	0.00%
CE Fees (4040)	\$1,500.00	\$467.63	\$1,032.37	31.18%
Verification (4045)	\$350.00	\$120.00	\$230.00	34.29%
Misc (4999)	\$100.00	\$16.57	\$83.43	16.57%
Total Other Income	\$5,450.00	\$1,254.20	\$4,195.80	23.01%
TOTAL INCOME/RESERVE	\$50,950.00	\$22,880.34	\$28,435.58	44.91%

FINANCIAL REPORT
Thru October 31, 2021

ITEM 5A

	FY22	FY22	FY22	% of
	Budget	Actual	Difference as of	actual to
EXPENSES				
Payroll				
Board Staff (Wages)	\$67,000.00	\$19,102.40	\$47,897.60	28.51%
Staff Sick / Vacation Reserve (unused leave)	\$5,000.00	\$0.00	-\$5,000.00	0.00%
Investigators (51753)	\$23,000.00	\$1,575.94	\$21,424.06	6.85%
Employer Medicare	\$0.00	\$0.00	\$0.00	0.00%
Employer FICA (941/944)	\$1,000.00	\$0.00	\$1,000.00	0.00%
PERS (5300, Retirement)	\$35,000.00	\$10,246.41	\$24,753.59	29.28%
Workers Comp (5250)	\$3,000.00	\$301.23	\$2,698.77	10.04%
Board Per Diem (5100)	\$13,000.00	\$1,800.00	\$11,200.00	13.85%
Other	\$2,500.00	\$0.00	\$2,500.00	0.00%
TOTAL PAYROLL	\$149,500.00	\$33,025.98	\$106,474.02	22.09%
Professional Services (Auditor, Lobbyist-8055, Bookkeeper-8050)	\$25,000.00	\$6,125.25	\$18,874.75	24.50%
Out of State Travel	\$2,500.00	\$0.00	\$2,500.00	0.00%
In State Travel (6200)	\$1,000.00	\$0.00	\$1,000.00	0.00%
Office Expenses (shredding-85100, 7020- water, alarm 70202)	\$2,000.00	\$849.85	\$1,150.15	42.49%
Postage (7100)	\$1,000.00	\$29.81	\$970.19	2.98%
Telephone & Internet (7290, 72901, 72902)	\$2,500.00	\$459.20	\$2,040.80	18.37%
Printing & Copying (7040)	\$750.00	\$15.09	\$734.91	2.01%
Copy Lease (7500)	\$1,500.00	\$560.07	\$939.93	37.34%
Office Equipment	\$1,000.00	\$0.00	\$1,000.00	0.00%
Office Supplies (7015)	\$500.00	\$295.28	\$204.72	59.06%
Legal (8000, 8010)	\$40,000.00	\$19,484.20	\$20,515.80	48.71%
Tort Claim (8015)	\$3,000.00	\$768.60	\$2,231.40	25.62%
Rent (7050)	\$15,000.00	\$4,250.00	\$10,750.00	28.33%
Bank Charges (9001, 9002, 9011)	\$200.00	\$104.71	\$95.29	52.36%
PayPal Fees*		\$347.06		
Web Services (307910, 7210)	\$4,200.00	\$670.01	\$3,529.99	15.95%
Database & Software (7770)	\$5,750.00	\$1,048.88	\$4,701.12	18.24%
Dues & Registration (8250, 8255)	\$5,000.00	\$0.00	\$5,000.00	0.00%

FINANCIAL REPORT
Thru October 31, 2021

ITEM 5A

	FY22 Budget	FY22 Actual	FY22 Difference as of	% of actual to
Miscellaneous	\$500.00	\$0.00	\$500.00	0.00%
Administrative Services (7111, 8500, 8520)	\$7,500.00	\$255.00	\$7,245.00	3.40%
Payroll Expenses	\$2,500.00	\$0.00	\$2,500.00	0.00%
Exam Administration	\$500.00	\$0.00	\$500.00	0.00%
Hospitality	\$1,000.00	\$0.00	\$1,000.00	0.00%
TOTAL EXPENSES	\$122,900.00	\$35,263.01	\$87,984.05	28.69%
TOTAL EXPENSES & PAYROLL	\$272,400.00	\$68,288.99	\$194,458.07	25.07%
TOTAL REVENUES MINUS EXPENSES	-\$221,450.00	-\$45,408.65	-\$166,022.49	20.51%
Amount Rolled Over from FY20	\$225,000.00	\$260,000.00	\$260,000.00	
GRAND TOTAL (July 1 balance minus total all revenues minus expenses)	\$3,550.00	\$214,591.35	\$93,977.51	

*PayPal Fees are not incurred by the Board. Rather, they are paid by the applicant / licensee. As the amount appears in the ledger, it is shown here.

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

Profit and Loss Monthly Board Meeting
October 2021

	TOTAL
Income	
4010 Psychologist Application	
40100 Psychologist Application	925.50
40101 PA Application	620.40
Total 4010 Psychologist Application	1,545.90
4015 Psychologist State Exam	413.08
4020 Psych Biennial	13,310.40
40201 Prorated Psych Biennial	1,150.63
Total 4020 Psych Biennial	14,461.03
4025 Psychologist Licensing Fee	
40251 New License	150.00
Total 4025 Psychologist Licensing Fee	150.00
4028 Registration Fee	
40282 Psych Intern Fee	77.21
Total 4028 Registration Fee	77.21
4040 CE App Fee	150.00
4045 Verification of Licensure	20.00
4999 Interest	3.57
Total Income	\$16,820.79
GROSS PROFIT	\$16,820.79
Expenses	
5300 PERS	1,350.18
7020 Office Expense	105.78
7200 Utilities	
7210 Dolt Web SV	85.72
7290 Telephone	
72901 Long Distance	1.73
Total 7290 Telephone	1.73
Total 7200 Utilities	87.45
7500 Copy Lease	112.35
7770 Software	14.99
8000 Legal & Professional Fees	200.00
8010 Legal	6,047.30
8015 Tort Claim	768.60
Total 8000 Legal & Professional Fees	7,015.90
9001 Banking Fees	
9002 Bank Crgs	1.00
Total 9001 Banking Fees	1.00
PayPal Fees	151.02

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

Profit and Loss Monthly Board Meeting
October 2021

	TOTAL
Payroll Expenses	
Company Contributions	
Retirement	2,065.29
Total Company Contributions	2,065.29
Taxes	
NV Unemployment Tax	0.00
Total Taxes	0.00
Wages	7,060.80
Total Payroll Expenses	9,126.09
Total Expenses	\$17,964.76
NET OPERATING INCOME	\$ -1,143.97
NET INCOME	\$ -1,143.97

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

Balance Sheet for Monthly Board Meeting
As of October 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1100 Cash in Bank	225,096.86
3309 Savings	104,978.99
Total Bank Accounts	\$330,075.85
Accounts Receivable	
1200 Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
1103 Prepaid Expenses	0.00
12000 Undeposited Funds	0.00
12100 Inventory Asset	0.00
Uncategorized Asset	-144.98
Total Other Current Assets	\$ -144.98
Total Current Assets	\$329,930.87
Other Assets	
1300 Deferred outflows of resources	94,485.33
Total Other Assets	\$94,485.33
TOTAL ASSETS	\$424,416.20

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

Balance Sheet for Monthly Board Meeting
As of October 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1106 Accounts Payable	8,348.79
Total Accounts Payable	\$8,348.79
Other Current Liabilities	
2100 Federal Income Withholding	195.47
2100 Payroll Liabilities	-971.08
Federal Taxes (941/944)	0.00
NV Unemployment Tax	0.00
PERS	43,390.84
Total 2100 Payroll Liabilities	42,419.76
2101 Federal FICA Withholding	0.00
2102 Federal Medicare Withhold	0.00
2105 Employment Security	0.00
2110 Direct Deposit Liabilities	25,500.51
2200 Unearned Revenue	78,582.00
2450 Deferred inflow-pension	10,210.00
2455 Net pension liability	129,905.00
Deferred Revenue	192,955.32
Direct Deposit Payable	-23,407.10
Total Other Current Liabilities	\$456,360.96
Total Current Liabilities	\$464,709.75
Total Liabilities	\$464,709.75
Equity	
3000 Opening Bal Equity	-4,349.53
3900 2550 Fund Balance	-31,831.22
Net Income	-4,112.80
Total Equity	\$ -40,293.55
TOTAL LIABILITIES AND EQUITY	\$424,416.20

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

General Ledger
October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
3309 Savings							
	Beginning Balance						104,975.42
10/29/2021	Deposit		Interest		4999 Interest	3.57	104,978.99
Total for 3309 Savings						\$3.57	
1100 Cash in Bank							
	Beginning Balance						229,147.87
10/01/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 09/17/2021-09/30/2021	Direct Deposit Payable	-2,080.52	227,067.35
10/06/2021	Deposit				-Split-	1,886.87	228,954.22
10/08/2021	Expense		PERS		5300 PERS	-1,350.18	227,604.04
10/11/2021	Bill Payment (Check)	7259	Michelle Fox		1106 Accounts Payable	-276.25	227,327.79
10/12/2021	Deposit				-Split-	866.45	228,194.24
10/12/2021	Expense				9001 Banking Fees:9002 Bank Crgs	-1.00	228,193.24
10/12/2021	Deposit				-Split-	1,227.57	229,420.81
10/13/2021	Tax Payment		IRS	Tax Payment for Period: 09/01/2021-09/30/2021	2100 Federal Income Withholding	-957.90	228,462.91
10/15/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 10/01/2021-10/14/2021	Direct Deposit Payable	-2,080.52	226,382.39
10/26/2021	Deposit				-Split-	794.99	227,177.38
10/29/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 10/15/2021-10/28/2021	Direct Deposit Payable	-2,080.52	225,096.86
Total for 1100 Cash in Bank						\$ -	4,051.01
Uncategorized Asset							
	Beginning Balance						-144.98
Total for Uncategorized Asset							
1300 Deferred outflows of resources							
	Beginning Balance						94,485.33
Total for 1300 Deferred outflows of resources							
1106 Accounts Payable							
	Beginning Balance						1,303.56
10/07/2021	Bill		Office of the Attorney General		8000 Legal & Professional Fees:8015 Tort Claim	768.60	2,072.16
10/11/2021	Bill Payment (Check)	7259	Michelle Fox		1100 Cash in Bank	-276.25	1,795.91
10/13/2021	Bill		Mountain Alarm Fire & Security		7020 Office Expense	105.78	1,901.69
10/13/2021	Bill		Information Technology		7200 Utilities:7290 Telephone:72901 Long Distance	1.73	1,903.42
10/20/2021	Bill		Canon Financial Services, Inc.		7500 Copy Lease	112.35	2,015.77
10/25/2021	Bill		Information Technology		7200 Utilities:7210 Dolt Web SV	31.31	2,047.08
10/25/2021	Bill		Legislative Counsel Bureau		8000 Legal & Professional Fees	200.00	2,247.08
10/25/2021	Bill		Office of the Attorney General		8000 Legal & Professional Fees:8010 Legal	6,047.30	8,294.38
10/26/2021	Bill		Information Technology		7200 Utilities:7210 Dolt Web SV	54.41	8,348.79
Total for 1106 Accounts Payable						\$7,045.23	
2100 Payroll Liabilities							
	Beginning Balance						-971.08
Total for 2100 Payroll Liabilities							
NV Unemployment Tax							
10/01/2021	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	Direct Deposit Payable	0.00	0.00
10/15/2021	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	Direct Deposit Payable	0.00	0.00
10/29/2021	Payroll Check	DD	Lisa Scurry	NV Unemployment Tax	Direct Deposit Payable	0.00	0.00

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

General Ledger
October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for NV Unemployment Tax						\$0.00	
PERS							
Beginning Balance							
							41,325.55
10/01/2021	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	Direct Deposit Payable	688.43	42,013.98
10/15/2021	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	Direct Deposit Payable	688.43	42,702.41
10/29/2021	Payroll Check	DD	Lisa Scurry	PERS - Company Contribution	Direct Deposit Payable	688.43	43,390.84
Total for PERS						\$2,065.29	
Total for 2100 Payroll Liabilities with subs						\$2,065.29	
2110 Direct Deposit Liabilities							
Beginning Balance							
							25,500.51
Total for 2110 Direct Deposit Liabilities							
2450 Deferred inflow-pension							
Beginning Balance							
							10,210.00
Total for 2450 Deferred inflow-pension							
2455 Net pension liability							
Beginning Balance							
							129,905.00
Total for 2455 Net pension liability							
2100 Federal Income Withholding							
Beginning Balance							
							334.13
10/01/2021	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	Direct Deposit Payable	273.08	607.21
10/13/2021	Tax Payment		IRS	Federal Taxes (941/944)	1100 Cash in Bank	-957.90	-350.69
10/15/2021	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	Direct Deposit Payable	273.08	-77.61
10/29/2021	Payroll Check	DD	Lisa Scurry	Federal Taxes (941/944)	Direct Deposit Payable	273.08	195.47
Total for 2100 Federal Income Withholding						\$ -138.66	
2200 Unearned Revenue							
Beginning Balance							
							78,582.00
Total for 2200 Unearned Revenue							
Deferred Revenue							
Beginning Balance							
							204,830.65
10/01/2021	Journal Entry	JE 3 118		ADJ to income	-Split-	-13,310.40	191,520.25
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	381.96	191,902.21
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	377.23	192,279.44
10/12/2021	Deposit			BKOFAMERICA ATM 10/12 #000001851 DEPOSIT MEADOWOOD RENO NV CKCD XXXXXXXXXXXX9419	1100 Cash in Bank	150.00	192,429.44
10/12/2021	Deposit			BKOFAMERICA ATM 10/12 #000001851 DEPOSIT MEADOWOOD RENO NV CKCD XXXXXXXXXXXX9419	1100 Cash in Bank	371.45	192,800.89
10/26/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX55040204 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	154.43	192,955.32
Total for Deferred Revenue						\$ - 11,875.33	
Direct Deposit Payable							
Beginning Balance							
							-23,407.10
10/01/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 09/17/2021-09/30/2021	-Split-	2,080.52	-21,326.58
10/01/2021	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-2,080.52	-23,407.10
10/15/2021	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-2,080.52	-25,487.62
10/15/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 10/01/2021-10/14/2021	-Split-	2,080.52	-23,407.10
10/29/2021	Payroll Check	DD	Lisa Scurry	Pay Period: 10/15/2021-10/28/2021	-Split-	2,080.52	-21,326.58
10/29/2021	Payroll Check	DD	Lisa Scurry	Direct Deposit	1100 Cash in Bank	-2,080.52	-23,407.10
Total for Direct Deposit Payable						\$0.00	
3000 Opening Bal Equity							
Beginning							
							-4,349.53

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

General Ledger
October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							
Total for 3000 Opening Bal Equity							
3900 2550 Fund Balance							
	Beginning Balance						-31,831.22
Total for 3900 2550 Fund Balance							
4010 Psychologist Application							
40100 Psychologist Application							
	Beginning Balance						2,708.80
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	2,863.90
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	3,019.00
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	3,174.10
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	3,329.20
10/12/2021	Deposit			BKOFAMERICA ATM 10/12 #000001851 DEPOSIT MEADOWOOD RENO NV CKCD XXXXXXXXXXXXX9419	1100 Cash in Bank	150.00	3,479.20
10/26/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX55040204 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	3,634.30
Total for 40100 Psychologist Application							\$925.50
40101 PA Application							
	Beginning Balance						901.90
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	1,057.00
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	1,212.10
10/26/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX55040204 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	1,367.20
10/26/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX55040204 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	155.10	1,522.30
Total for 40101 PA Application							\$620.40
40102 Intern Application							
	Beginning Balance						609.70
Total for 40102 Intern Application							
40103 Trainee Application							
	Beginning Balance						594.13
Total for 40103 Trainee Application							
Total for 4010 Psychologist Application							\$1,545.90
4015 Psychologist State Exam							
	Beginning Balance						3,225.73
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	206.54	3,432.27
10/26/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX55040204 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	206.54	3,638.81
Total for 4015 Psychologist State Exam							\$413.08
4020 Psych Biennial							
	Beginning Balance						39,931.20
10/01/2021	Journal Entry	JE 3 118		ADJ to income	-Split-	13,310.40	53,241.60
Total for 4020 Psych Biennial							\$13,310.40
40201 Prorated Psych Biennial							
	Beginning Balance						8,732.74
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	384.33	9,117.07

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

General Ledger
October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	383.15	9,500.22
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	383.15	9,883.37
Total for 40201 Prorated Psych Biennial						\$1,150.63	
40203 Reinstament of Psych Beginning Balance							100.00
Total for 40203 Reinstament of Psych							
Total for 4020 Psych Biennial with subs						\$14,461.03	
4025 Psychologist Licensing Fee 40251 New License Beginning Balance							500.00
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	525.00
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	550.00
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	575.00
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	600.00
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	25.00	625.00
10/12/2021	Deposit			BKOFAMERICA ATM 10/12 #000001851 DEPOSIT MEADOWOOD RENO NV CKCD XXXXXXXXXXXX9419	1100 Cash in Bank	25.00	650.00
Total for 40251 New License						\$150.00	
Total for 4025 Psychologist Licensing Fee						\$150.00	
4028 Registration Fee 40281 Psych Asst fee Beginning Balance							832.41
Total for 40281 Psych Asst fee							
40282 Psych Intern Fee Beginning Balance							146.89
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	77.21	224.10
Total for 40282 Psych Intern Fee						\$77.21	
40283 Psych Trainee Beginning Balance							88.83
Total for 40283 Psych Trainee							
Total for 4028 Registration Fee						\$77.21	
4030 Non-Resident Consultant Beginning Balance							498.19
Total for 4030 Non-Resident Consultant							
4040 CE App Fee Beginning Balance							317.63
10/12/2021	Deposit			BKOFAMERICA ATM 10/12 #000001851 DEPOSIT MEADOWOOD RENO NV CKCD XXXXXXXXXXXX9419	1100 Cash in Bank	30.00	347.63
10/12/2021	Deposit			BKOFAMERICA ATM 10/12 #000001851 DEPOSIT MEADOWOOD RENO NV CKCD XXXXXXXXXXXX9419	1100 Cash in Bank	90.00	437.63
10/12/2021	Deposit			BKOFAMERICA ATM 10/12 #000001851 DEPOSIT MEADOWOOD RENO NV CKCD XXXXXXXXXXXX9419	1100 Cash in Bank	30.00	467.63
Total for 4040 CE App Fee						\$150.00	
4045 Verification of Licensure Beginning							100.00

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

General Ledger
October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Balance							
10/12/2021	Deposit			BKOFAMERICA ATM 10/12 #000001851 DEPOSIT MEADOWOOD RENO NV CKCD XXXXXXXXXXXX9419	1100 Cash in Bank	20.00	120.00
Total for 4045 Verification of Licensure						\$20.00	
4999 Interest							
Beginning Balance							
10/29/2021	Deposit		Interest	Interest Earned	3309 Savings	3.57	16.57
Total for 4999 Interest						\$3.57	
5100 Board Sal							
Beginning Balance							
Total for 5100 Board Sal							1,800.00
5175 Board Staf							
51753 Investigator Salary							
Beginning Balance							
Total for 51753 Investigator Salary							1,575.94
Total for 5175 Board Staf							
5250 Workers Compensation							
Beginning Balance							
Total for 5250 Workers Compensation							301.23
5300 PERS							
Beginning Balance							
10/08/2021	Expense		PERS	TRANSFER NV BOARD OF PSYCHOLO:Public Employee's Re Confirmation# 3969260945	1100 Cash in Bank	1,350.18	5,461.50
Total for 5300 PERS						\$1,350.18	
7015 Supplies							
Beginning Balance							
Total for 7015 Supplies							295.28
70202 Office Furniture							
Beginning Balance							
Total for 70202 Office Furniture							454.69
Total for 7015 Supplies with subs							
7020 Office Expense							
Beginning Balance							
10/13/2021	Bill		Mountain Alarm Fire & Security	Invoice 268298	1106 Accounts Payable	105.78	358.16
Total for 7020 Office Expense						\$105.78	
7040 Print-Copy							
Beginning Balance							
Total for 7040 Print-Copy							15.09
7050 Rent							
Beginning Balance							
Total for 7050 Rent							4,250.00
85100 Shredding							
Beginning Balance							
Total for 85100 Shredding							37.00
Total for 7020 Office Expense with subs						\$105.78	
7100 Postage							
Beginning Balance							
Total for 7100 Postage							29.81

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

General Ledger
October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
7200 Utilities							
7210 Dolt Web SV							
Beginning Balance							352.70
10/25/2021	Bill		Information Technology	Invoice 374034	1106 Accounts Payable	31.31	384.01
10/26/2021	Bill		Information Technology	Invoice 373650	1106 Accounts Payable	54.41	438.42
Total for 7210 Dolt Web SV						\$85.72	
7290 Telephone							
Beginning Balance							345.05
Total for 7290 Telephone							
72901 Long Distance							
Beginning Balance							42.78
10/13/2021	Bill		Information Technology	Invoice 369488	1106 Accounts Payable	1.73	44.51
Total for 72901 Long Distance						\$1.73	
72902 Internet							
Beginning Balance							69.64
Total for 72902 Internet							
Total for 7290 Telephone with subs						\$1.73	
Total for 7200 Utilities						\$87.45	
7500 Copy Lease							
Beginning Balance							559.65
10/20/2021	Bill		Canon Financial Services, Inc.	invoice 27508324	1106 Accounts Payable	112.35	672.00
Total for 7500 Copy Lease						\$112.35	
7770 Software							
Beginning Balance							481.97
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	14.99	496.96
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	14.99	511.95
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	-14.99	496.96
Total for 7770 Software						\$14.99	
7777 Database							
Beginning Balance							532.92
Total for 7777 Database							
8000 Legal & Professional Fees							
Beginning Balance							521.00
10/25/2021	Bill		Legislative Counsel Bureau	Review of Draft Regulations R173-20, R174-20	1106 Accounts Payable	200.00	721.00
Total for 8000 Legal & Professional Fees						\$200.00	
8010 Legal							
Beginning Balance							23,161.85
10/25/2021	Bill		Office of the Attorney General	Statement No 100269	1106 Accounts Payable	6,047.30	29,209.15
Total for 8010 Legal						\$6,047.30	
8015 Tort Claim							
10/07/2021	Bill		Office of the Attorney General	FY22 General Liability	1106 Accounts Payable	768.60	768.60
Total for 8015 Tort Claim						\$768.60	

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

General Ledger
October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 8000 Legal & Professional Fees with subs						\$7,015.90	
8050 Prof Servs							
	Beginning Balance						3,000.00
Total for 8050 Prof Servs							
8055 Lobbyist							
	Beginning Balance						3,125.25
Total for 8055 Lobbyist							
Total for 8050 Prof Servs with subs							
8100 Exam Administration							
	Beginning Balance						19.00
Total for 8100 Exam Administration							
8500 Admin Serv							
	Beginning Balance						255.00
Total for 8500 Admin Serv							
9001 Banking Fees							
	Beginning Balance						20.00
Total for 9001 Banking Fees							
9002 Bank Crgs							
	Beginning Balance						83.71
10/12/2021	Expense			External transfer fee - 3 Day - 10/08/2021	Confirmation: 358484450 1100 Cash in Bank	1.00	84.71
Total for 9002 Bank Crgs						\$1.00	
Total for 9001 Banking Fees with subs						\$1.00	
PayPal Fees							
	Beginning Balance						196.04
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	201.94
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	14.73	216.67
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	7.70	224.37
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	230.27
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	3.18	233.45
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	14.73	248.18
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	254.08
10/06/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX08317592 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	14.78	268.86
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	274.76
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	14.53	289.29
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	295.19
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	14.69	309.88
10/12/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX12146937 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	315.78
10/26/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX55040204 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	7.70	323.48
10/26/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX55040204 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	329.38
10/26/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX55040204 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	335.28
10/26/2021	Deposit			PAYPAL DES:TRANSFER ID:XXXXX55040204	INDN:NEVADA 1100 Cash in Bank	5.88	341.16

FINANCIAL REPORT
Thru October 31, 2021
NV State Board of Psychological Examiners

ITEM 5A

General Ledger
October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/26/2021	Deposit			BOARD OF PSYCHO CO ID:PAYPALSD11 PPD PAYPAL DES:TRANSFER ID:XXXXX55040204 BOARD OF PSYCHO CO ID:PAYPALSD11 PPD	INDN:NEVADA 1100 Cash in Bank	5.90	347.06
Total for PayPal Fees						\$151.02	
Payroll Expenses							
Company Contributions							
Retirement							
Beginning Balance							
							4,130.58
10/01/2021	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	Direct Deposit Payable	688.43	4,819.01
10/15/2021	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	Direct Deposit Payable	688.43	5,507.44
10/29/2021	Payroll Check	DD	Lisa Scurry	Employer Retirement Contribution	Direct Deposit Payable	688.43	6,195.87
Total for Retirement						\$2,065.29	
Total for Company Contributions						\$2,065.29	
Taxes							
Federal Taxes (941/944)							
Beginning Balance							
							-1,871.50
Total for Federal Taxes (941/944)							
NV Unemployment Tax							
10/01/2021	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	Direct Deposit Payable	0.00	0.00
10/01/2021	Payroll Check	DD	Lisa Scurry	NV SUI Employer	Direct Deposit Payable	0.00	0.00
10/15/2021	Payroll Check	DD	Lisa Scurry	NV SUI Employer	Direct Deposit Payable	0.00	0.00
10/15/2021	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	Direct Deposit Payable	0.00	0.00
10/29/2021	Payroll Check	DD	Lisa Scurry	NV SUI Employer	Direct Deposit Payable	0.00	0.00
10/29/2021	Payroll Check	DD	Lisa Scurry	NV Career Enhancement Program	Direct Deposit Payable	0.00	0.00
Total for NV Unemployment Tax						\$0.00	
Total for Taxes						\$0.00	
Wages							
Beginning Balance							
							14,121.60
10/01/2021	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	Direct Deposit Payable	2,353.60	16,475.20
10/15/2021	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	Direct Deposit Payable	2,353.60	18,828.80
10/29/2021	Payroll Check	DD	Lisa Scurry	Gross Pay - This is not a legal pay stub	Direct Deposit Payable	2,353.60	21,182.40
Total for Wages						\$7,060.80	
Total for Payroll Expenses						\$9,126.09	

Nevada Board of Psychological Examiners
Staff Report
November 12, 2021

5B. (For Possible Action) Discussion and Possible Action to Approve the Budget Reconciliation and Final Treasurer's Report for Fiscal Year 2021 (July 1, 2020, Through June 30, 2021).

Summary

The final budget report for Fiscal Year 2021 has been revised to indicate an increase in legal fees from \$29,309.10 to \$39,755.05. The increase of \$10,445.95 includes general attorney fees incurred in June 2020.

With this change, fiscal year 21 remained within the \$40,000 budget for legal expenses by \$244.95.

Proposed Motion

That the Board of Psychological Examiners accepts the change to the Fiscal Year 21 financial report.

BUDGET-TO-ACTUAL FY21

ITEM 5B

	FY21 Budget	FY21 Actual	FY21 Difference as of 3/19/2021	% of actual to budget
RESERVE * not including Savings (as of app. July 1, 2020)	\$61,024.89	\$43,010.49		
INCOME				
Deferred Revenue (License Renewal)		\$322,233.77	\$322,233.77	
License Fees - Psychological				
Initial (4010, 40100, 40201, 40202, 40203)	\$350,000.00	\$49,841.55	-\$22,075.32	106.31%
Psych Assistants (40101, 40281)	\$7,500.00	\$5,177.10	\$2,322.90	69.03%
Psych Intern (40102, 40282)	\$5,000.00	\$2,463.49	\$2,536.51	49.27%
Trainee (40103, 40283)		\$2,284.82	\$2,284.82	
Non-Resident Consultant (4030)	\$2,000.00	\$1,200.00	\$800.00	60.00%
Total Licensing Fees	\$364,500.00	\$383,200.73	\$308,102.68	105.13%
State Examination (4015)	\$6,000.00	\$10,178.08	-\$4,178.08	169.63%
Cost Recovered (disciplinary - 4078)	\$1,000.00	\$750.00	\$250.00	75.00%
Mediation Review	\$500.00	\$0.00	\$500.00	0.00%
Other Income		\$0.00	\$0.00	
Wall License (4025, 40251, 40252)	\$4,000.00	\$1,947.40	\$2,052.60	48.69%
Late Fees (4050)	\$2,400.00	\$200.00	\$2,200.00	8.33%
CE Fees (4040)	\$5,000.00	\$1,445.50	\$3,554.50	28.91%
Verification (4045)	\$700.00	\$347.64	\$352.36	49.66%
Misc (4999)	\$1,000.00	\$52.87	\$947.13	5.29%
Total Other Income	\$14,600.00	\$4,743.41	\$9,856.59	32.49%
TOTAL INCOME/RESERVE	\$385,100.00	\$398,122.22	\$313,781.19	103.38%

BUDGET-TO-ACTUAL FY21

ITEM 5B

	FY21 Budget	FY21 Actual	FY21 Difference as of	% of actual to
EXPENSES				
Pavroll				
Board Staff (Wages)	\$60,000.00	\$60,008.00	-\$8.00	100.01%
Investgators (51753)	\$21,600.00	\$8,325.00	\$13,275.00	38.54%
Employer Medicare	\$1,200.00	\$0.00	\$1,200.00	0.00%
Employer FICA (941/944)	\$2,250.00	\$636.88	\$1,613.12	28.31%
PERS (5300, Retirement)	\$24,000.00	\$34,970.26	-\$10,970.26	145.71%
Workers Comp (5250)	\$3,000.00	\$1,266.90	\$1,733.10	42.23%
Board Per Diem (5100)	\$13,000.00	\$9,450.00	\$3,550.00	72.69%
Other	\$2,500.00	\$0.00	\$2,500.00	0.00%
TOTAL PAYROLL	\$127,550.00	\$114,657.04	\$12,892.96	89.89%
Professional Services (Auditor, Lobbyist-8055, Bookkeeper-8050)	\$25,000.00	\$24,531.00	\$469.00	98.12%
Out of State Travel	\$2,500.00	\$0.00	\$2,500.00	0.00%
In State Travel (6200)	\$1,000.00	\$1,106.87	-\$106.87	110.69%
Office Expenses (shredding-85100, 7020-water, alarm)	\$5,000.00	\$479.95	\$4,520.05	9.60%
Postage (7100)	\$2,000.00	\$490.60	\$1,509.40	24.53%
Telephone & Internet (7290, 72901, 72902)	\$3,000.00	\$2,223.40	\$776.60	74.11%
Printing & Copying (7040)	\$750.00	\$1,046.31	-\$296.31	139.51%
Copy Lease (7500)	\$2,000.00	\$1,558.77	\$441.23	77.94%
Office Equipment	\$1,000.00	\$0.00	\$1,000.00	0.00%
Office Supplies (7015)	\$500.00	\$71.63	\$428.37	14.33%
Legal (8000, 8010)	\$40,000.00	\$39,755.05	\$244.95	99.39%
Tort Claim (8015)	\$3,000.00	\$769.32	\$2,230.68	25.64%
Rent (7050)	\$15,000.00	\$15,710.00	-\$710.00	104.73%
Bank Charges (9001, 9002, 9011)	\$200.00	\$7,515.97	-\$7,315.97	3757.99%
Web Services (307910, 7210)	\$4,200.00	\$1,559.66	\$2,640.34	37.13%
Database & Software (7770)	\$5,750.00	\$1,999.86	\$3,750.14	34.78%
Dues & Registration (8250, 8255)	\$5,000.00	\$2,946.00	\$2,054.00	58.92%
Miscellaneous	\$1,000.00	\$364.20	\$635.80	36.42%
Administrative Services (7111, 8500, 8520)	\$5,000.00	\$6,810.36	-\$1,810.36	136.21%

BUDGET-TO-ACTUAL FY21

ITEM 5B

	FY21 Budget	FY21 Actual	FY21 Difference as of	% of actual to
Payroll Expenses	\$3,500.00	\$2,044.95	\$1,455.05	58.43%
Exam Administration	\$2,000.00	\$19.00	\$1,981.00	0.95%
Hospitality	\$1,000.00	\$0.00	\$1,000.00	0.00%
TOTAL EXPENSES	\$128,400.00	\$111,002.90	\$17,397.10	86.45%
TOTAL ALL EXPENSES	\$255,950.00	\$225,659.94	\$30,290.06	88.17%
NET BALANCE	\$129,150.00	\$172,462.28	\$283,491.13	
Amount Rolled Over from FY20	\$61,024.89	\$43,010.49	\$43,010.49	
GRAND TOTAL	\$190,174.89	\$215,472.77	\$326,501.62	

CONTRACT SUMMARY

(This form must accompany all contracts submitted to the Board of Examiners (BOE) for review and approval)

I. DESCRIPTION OF CONTRACT

1. Contract Number: **22843**

Agency Name: BDC LICENSING BOARDS & COMMISSIONS	Legal Entity Name: Neena K. Laxalt
Agency Code: BDC	Contractor Name: Neena K. Laxalt
Appropriation Unit: B025 - All Categories	Address: 10883 Rushing Flume
Is budget authority available?: Yes	City/State/Zip: Reno, NV 89521
If "No" please explain: Not Applicable	Contact/Phone: 775-762-1864
	Vendor No.: _____
	NV Business ID: NV20101366023

To what State Fiscal Year(s) will the contract be charged? **2020-2023**

What is the source of funds that will be used to pay the contractor? Indicate the percentage of each funding source if the contractor will be paid by multiple funding sources.

General Funds	0.00 %	Fees	0.00 %
Federal Funds	0.00 %	Bonds	0.00 %
Highway Funds	0.00 %	<input checked="" type="checkbox"/> Other funding	100.00 % Agency Fees

2. Contract start date:

a. Effective upon Board of Examiner's approval? **Yes** or b. other effective date: **NA**

Anticipated BOE meeting date **03/2020**

Retroactive? **No**

If "Yes", please explain

Not Applicable

RECEIVED
MAR 11 2020
GOVERNOR'S FINANCE OFFICE
BUDGET DIVISION
RECEIVED
FEB - 6 2020
GOVERNOR'S FINANCE OFFICE
BUDGET DIVISION

3. Termination Date: **02/28/2023**
Contract term: **3 years and 29 days**

4. Type of contract: **Provider Agreement**
Contract description: **Legislative Services**

5. Purpose of contract:

This is a new contract to provide ongoing government affairs and lobbyist services for the Nevada Board of Psychological Examiners during the interim including the 2021 legislative session.

6. NEW CONTRACT

The maximum amount of the contract for the term of the contract is: **\$37,719.00**
Payment for services will be made at the rate of \$1,047.75 per Month

II. JUSTIFICATION

7. What conditions require that this work be done?

The Board requires expertise, advice, and services regarding representation before and dealing with individual legislators, legislative committees, and other legislative related matters

8. Explain why State employees in your agency or other State agencies are not able to do this work:

The Board consists of two employees, and neither of the employees have the expertise, knowledge, or skills to perform this function.

9. Were quotes or proposals solicited? **Yes**
Was the solicitation (RFP) done by the Purchasing Division? **No**

a. List the names of vendors that were solicited to submit proposals (include at least three):

Neena Laxalt
Keith Lee
Mike Hillerby

ITEM 5C

b. Solicitation Waiver: **Not Applicable**

c. Why was this contractor chosen in preference to other?

Availability and knowledge of this Board.

d. Last bid date: 12/01/2019 Anticipated re-bid date: 12/01/2022

10. Does the contract contain any IT components? No

III. OTHER INFORMATION

11. Is there an Indirect Cost Rate or Percentage Paid to the Contractor?

No If "Yes", please provide the Indirect Cost Rate or Percentage Paid to the Contractor

Not Applicable

12. a. Is the contractor a current employee of the State of Nevada or will the contracted services be performed by a current employee of the State of Nevada?

No

b. Was the contractor formerly employed by the State of Nevada within the last 24 months or will the contracted services be performed by someone formerly employed by the State of Nevada within the last 24 months?

No

c. Is the contractor employed by any of Nevada's political subdivisions or by any other government?

No If "Yes", please explain

Not Applicable

13. Has the contractor ever been engaged under contract by any State agency?

No If "Yes", specify when and for which agency and indicate if the quality of service provided to the identified agency has been verified as satisfactory:

Not Applicable

14. Is the contractor currently involved in litigation with the State of Nevada?

No If "Yes", please provide details of the litigation and facts supporting approval of the contract:

Not Applicable

15. The contractor is not registered with the Nevada Secretary of State's Office because the legal entity is a:

Sole Proprietor

16. a. Is the Contractor Name the same as the legal Entity Name?

Yes

17. a. Does the contractor have a current Nevada State Business License (SBL)?

Yes

18. Not Applicable

19. Agency Field Contract Monitor:

20. Contract Status:

Contract Approvals:

Approval Level	User	Signature Date
Budget Account Approval	Pending	
Division Approval	Pending	
Department Approval	Pending	
Contract Manager Approval	Pending	
Budget Analyst Approval	Pending	

CETS #:	ITEM 5C
Solicitation #:	

**CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR
FOR LESS THAN \$50,000**

A Contract Between the State of Nevada
Acting by and Through its

Agency Name:	Nevada Board of Psychological Examiners
Address:	4600 Kietzke Lane, B-116
City, State, Zip Code:	Reno, NV 89502
Contact:	Morgan Gleich, Executive Director
Phone:	775-688-1268
Fax:	775-688-1060
Email:	NBOP@state.nv.us

Contractor Name:	Neena K. Laxalt,
Address:	10883 Rushing Flume
City, State, Zip Code:	Reno, NV 89521
Contact:	Neena Laxalt
Phone:	775-762-1864
Fax:	
Email:	nlaxalt@msn.com

WHEREAS, NRS 333.700 authorizes officers, departments, institutions, boards, commissions, and other agencies in the Executive Branch of the State Government which derive their support from public money in whole or in part to engage services of persons as independent contractors; and

WHEREAS, it is deemed that the service of Contractor is both necessary and in the best interests of the State of Nevada.

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

- CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 7, Contract Termination*. Contracts requiring approval of the Nevada Board of Examiners or the Clerk of the Board are not effective until such approval has occurred, however, after such approval, the effective date will be the date noted below.

Effective from:	Upon Approval; February 2020	To:	February ²⁸ 2023
-----------------	------------------------------	-----	-----------------------------

- NOTICE.** All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (a) by delivery in person; (b) by a nationally recognized next day courier service, return receipt requested; or (c) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or email to the address(es) such party has specified in writing.

CETS #:	ITEM 5C
Solicitation #:	

3. **SCOPE OF WORK.** The Scope of Work is described below, which is incorporated herein by reference:

DESCRIPTION OF SCOPE OF WORK:
Legislative services

An Attachment must be limited to the Scope of Work to be performed by Contractor. Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

4. **CONSIDERATION.** The parties agree that Contractor will provide the services specified in *Section 3, Scope of Work* at a cost as noted below:

\$ 1,047.75	per	Month
Total Contract or installments payable at:	Monthly	
Total Contract Not to Exceed:	\$ 37, 550	

The State does not agree to reimburse Contractor for expenses unless otherwise specified in the Scope of Work or incorporated Attachments (if any). Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

5. **BILLING SUBMISSION: TIMELINESS.** The parties agree that timeliness of billing is of the essence to the Contract and recognize that the State is on a Fiscal Year. All billings for dates of service prior to July 1 must be submitted to the State no later than the first Friday in August of the same calendar year. A billing submitted after the first Friday in August, which forces the State to process the billing as a stale claim pursuant to NRS 353.097, will subject Contractor to an administrative fee not to exceed one hundred dollars (\$100.00). The parties hereby agree this is a reasonable estimate of the additional costs to the State of processing the billing as a stale claim and that this amount will be deducted from the stale claim payment due to Contractor.

6. **INSPECTION & AUDIT.** Contractor agrees to keep and maintain under generally accepted accounting principles (GAAP) and as required by State and federal law, complete and accurate records as are necessary to fully disclose to the State or United States Government, sufficient information to determine compliance with all State and federal regulations and statutes, and compliance with the terms of this contract, and agrees that such documents will be made available for inspection upon reasonable notice from authorized representatives of the State or Federal Government.

7. **CONTRACT TERMINATION.**

- A. Termination Without Cause. Regardless of any terms to the contrary, this Contract may be terminated upon written notice by mutual consent of both parties. The State unilaterally may terminate this contract without cause by giving not less than thirty (30) days' notice in the manner specified in *Section 2, Notice*. If this Contract is unilaterally terminated by the State, Contractor shall use its best efforts to minimize cost to the State and Contractor will not be paid for any cost that Contractor could have avoided.
- B. State Termination for Non-Appropriation. The continuation of this Contract beyond the current biennium is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the State Legislature and/or federal sources. The State may terminate this Contract, and Contractor waives any and all claims(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the Contracting Agency's funding from State and/or federal sources is not appropriated or is withdrawn, limited, or impaired.
- C. Termination with Cause for Breach. A breach may be declared with or without termination. A notice of breach and termination shall specify the date of termination of the Contract, which shall not be sooner than the expiration of the

CETS #:	ITEM 5C
Solicitation #:	

Time to Correct, if applicable, allowed under **Subsection 7D**. This Contract may be terminated by either party upon written notice of breach to the other party on the following grounds:

- 1) If Contractor fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or services called for by this Contract within the time requirements specified in this Contract or within any granted extension of those time requirements; or
- 2) If any state, county, city, or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Contract is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or
- 3) If Contractor becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the Bankruptcy Court; or
- 4) If the State materially breaches any material duty under this Contract and any such breach impairs Contractor's ability to perform; or
- 5) If it is found by the State that any quid pro quo or gratuities in the form of money, services, entertainment, gifts, or otherwise were offered or given by Contractor, or any agent or representative of Contractor, to any officer or employee of the State of Nevada with a view toward securing a contract or securing favorable treatment with respect to awarding, extending, amending, or making any determination with respect to the performing of such contract; or
- 6) If it is found by the State that Contractor has failed to disclose any material conflict of interest relative to the performance of this Contract.

D. Time to Correct. Unless the breach is not curable, or unless circumstances do not permit an opportunity to cure, termination upon declared breach may be exercised only after service of formal written notice as specified in **Section 2, Notice**, and the subsequent failure of the breaching party within fifteen (15) calendar days of receipt of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared breach has been corrected. Upon a notice of breach, the time to correct and the time for termination of the contract upon breach under **Subsection 7C**, above, shall run concurrently, unless the notice expressly states otherwise.

8. **REMEDIES**. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing party reasonable attorneys' fees and costs. For purposes of an award of attorneys' fees to either party, the parties stipulate and agree that a reasonable hourly rate of attorneys' fees shall be one hundred and fifty dollars (\$150.00) per hour. The State may set off consideration against any unpaid obligation of Contractor to any State agency in accordance with NRS 353C.190. In the event that Contractor voluntarily or involuntarily becomes subject to the jurisdiction of the Bankruptcy Court, the State may set off consideration against any unpaid obligation of Contractor to the State or its agencies, to the extent allowed by bankruptcy law, without regard to whether the procedures of NRS 353C.190 have been utilized.
9. **LIMITED LIABILITY**. The State will not waive and intends to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Damages for any State breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to Contractor, for the Fiscal Year budget in existence at the time of the breach. Contractor's tort liability shall not be limited.
10. **INDEMNIFICATION AND DEFENSE**. To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any breach of the obligations of Contractor under this Contract, or any alleged negligent or willful acts or omissions of Contractor, its officers, employees and agents. Contractor's obligation to indemnify the State shall apply in all cases except for claims arising solely from the State's own negligence or willful misconduct. Contractor waives any rights of subrogation against the State. Contractor's duty to defend begins when the State requests defense of any claim arising from this Contract.

CETS #:	ITEM 5C
Solicitation #:	

11. **REPRESENTATIONS REGARDING INDEPENDENT CONTRACTOR STATUS.** Contractor represents that it is an independent contractor, as defined in NRS 333.700(2) and 616A.255, warrants that it will perform all work under this contract as an independent contractor, and warrants that the State of Nevada will not incur any employment liability by reason of this Contract or the work to be performed under this Contract. To the extent the State incurs any employment liability for the work under this Contract; Contractor will reimburse the State for that liability.

12. **INSURANCE SCHEDULE.** Unless expressly waived in writing by the Contracting Agency, Contractor must procure, maintain and keep in force for the duration of the Contract insurance conforming to the minimum requirements specified below. Each insurance policy shall provide for a waiver of subrogation against the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307, for losses arising from work/materials/equipment performed or provided by or on behalf of Contractor. By endorsement to Contractor’s automobile and general liability policies, the State of Nevada shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of Contractor. Contractor shall not commence work before Contractor has provided evidence of the required insurance in the form of a certificate of insurance and endorsement to the Contracting Agency of the State.

A. Workers’ Compensation and Employer’s Liability Insurance.

- 1) Contractor shall provide proof of worker’s compensation insurance as required per Nevada Revised Statutes Chapters 616A through 616D inclusive.
- 2) If Contractor qualifies as a sole proprietor as defined in NRS Chapter 616A.310 and has elected to not purchase industrial insurance for himself/herself, the sole proprietor must submit to the contracting State agency a fully executed “Affidavit of Rejection of Coverage” form under NRS 616B.627 and NRS 617.210.

B. Commercial General Liability – Occurrence Form. The Policy shall include bodily injury, property damage and broad form contractual liability coverage.

- | | |
|--|-------------|
| 1) General Aggregate | \$2,000,000 |
| 2) Products – Completed Operations Aggregate | \$1,000,000 |
| 3) Personal and Advertising Injury | \$1,000,000 |
| 4) Each Occurrence | \$1,000,000 |

C. Professional Liability/Errors and Omissions Liability] The policy shall cover professional misconduct or lack of ordinary skill for those positions defined in the Scope of Work of this contract. In the event that the professional liability insurance required by this Contract is written on a claims-made basis, Contractor warrants that any retroactive date under the policy shall precede the effective date of this Contract; and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of two (2) years beginning at the time work under this Contract is completed.

- | | |
|---------------------|-------------|
| 1) Each Claim | \$1,000,000 |
| 2) Annual Aggregate | \$2,000,000 |

Mail all required insurance documents to the Contracting Agency identified on page one of the Contract.

13. **WAIVER OF BREACH.** Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

14. **SEVERABILITY.** If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

15. **STATE OWNERSHIP OF PROPRIETARY INFORMATION.** Any data or information provided by the State to Contractor and any documents or materials provided by the State to Contractor in the course of this Contract (“State Materials”) shall be and remain the exclusive property of the State and all such State Materials shall be delivered into State possession by Contractor upon completion, termination, or cancellation of this Contract.

CETS #:	ITEM 5C
Solicitation #:	

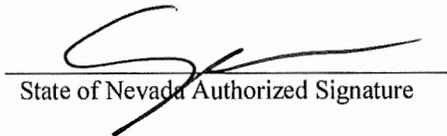
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16. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents received from Contractor may be open to public inspection and copying. The State may have the duty to disclose unless a particular record is made confidential by law or a common law balance of interests.
17. **GENERAL WARRANTY.** Contractor warrants that all services, deliverables, and/or work products under this Contract shall be completed in a workmanlike manner consistent with standards in the trade, profession, or industry; shall conform to or exceed the specifications set forth in the incorporated attachments; and shall be fit for ordinary use, of good quality, with no material defects.
18. **DISCLOSURES REGARDING CURRENT OR FORMER STATE EMPLOYEES.** For the purpose of State compliance with NRS 333.705, Contractor represents and warrants that if Contractor, or any employee of Contractor who will be performing services under this Contract, is a current employee of the State or was employed by the State within the preceding 24 months, Contractor has disclosed the identity of such persons, and the services that each such person will perform, to the Contracting Agency.
19. **GOVERNING LAW: JURISDICTION.** This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict-of-law that would require the application of the law of any other jurisdiction. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract, and consent to personal jurisdiction in such court for any action or proceeding arising out of this Contract.

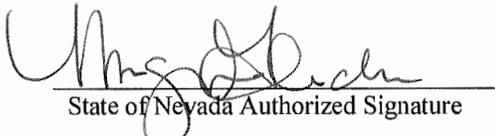
CETS #:	ITEM 5C
Solicitation #:	

20. **ENTIRE CONTRACT AND MODIFICATION.** This Contract and its Scope of Work constitute the entire agreement of the parties and as such are intended to be the complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Office of the Attorney General and the State Board of Examiners, as required. This form of Contract, including any amendments to the Contract, is not authorized for use if the "not to exceed" value *Section 4, Consideration* equals or exceeds \$50,000. This Contract, and any amendments, may be executed in counterparts.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.


 Independent Contractor's Signature 1/29/2020 Date Owner Independent Contractor's Title

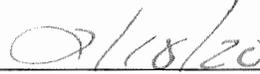

 State of Nevada Authorized Signature 1/29/20 Date Treasurer, NBOPB Title


 State of Nevada Authorized Signature 1/29/20 Date Executive Director Title

 State of Nevada Authorized Signature Date Title


 Signature – Clerk of the Board of Examiners
 for Susan Brown

APPROVED BY BOARD OF EXAMINERS

On: 
 Date

Approved as to form by:


 Deputy Attorney General for Attorney General

On: 
 Date

10/26/2021

Re: Request to add a PA

To Whom It May Concern:

I am writing to ask to the board for an exception to the current rule regarding number of PA/Post Docs a Licensed Psychologist can have under their license so that I may add one more to my practice. I currently have 3 PA/Post Docs. Two out of the three have completed their post doctoral hours and are in continued training/supervision until they pass their EPPP and state exams. At this point in their career, they require minimal support outside of their weekly supervisions and trainings. I also have a full time Licensed Psychologist on staff (licensed this year) that assists with their bi-weekly training, support, and EPPP prep that is outside of their weekly supervision with me.

I have attempted to find a 3-year licensed psychologist for our practice for the past year (posted on indeed, social media, and NPA) without finding a qualified candidate. Unfortunately, one of my employees (not a post doc) has decided to leave at the end of November to pursue other career options which will leave his patients needing a new provider. We have a 3-month waiting list and I have discovered that most of my outside referrals also have a 3-6 month waiting list.

I interviewed Dr. Sharon Simmington about 2 months ago for a possible post doc position in the spring of 2022. Our plan was for her to come on board when one of my current post docs passes their exams and becomes licensed (estimated around March/April). However, as our situation has changed, I am hoping we can have Dr. Simmington come on board sooner. Dr. Simmington has been approved by the ATEAM to move forward with a PA placement. Her supervision plan and contract will be submitted to the board.

Thank you for your consideration,

Dr. Soseh Esmacili

Licensed Psychologist



STRATEGIC PLAN - 2021

ID	YR	TASK	TASK LEAD	DURATION	START DATE	PROJECTED END DATE	% COMPLETE	PROJECT STATUS	COMMENTS
A. ENHANCING COMMUNICATION WITH PSYCHOLOGISTS AND STUDENTS									
A.5	20	Improving communication; Database and Listserve	Executive Director, Woodard		2/14/2020	6/30/2022			Board office will use the database and the NPA listserve to communicate with licensees and registrants. Research existing services for what is available, what will it cost, what technology is available
A.6	21	Newsletter - 2x a year (posted to website, disseminated to licensees)	Executive Director, CE Chair (Abarca)	Twice annually (Spring, Fall)	1/1/2022	ongoing			Have Bd review potential topics 2 months prior to "publication". send monthly highlights on board meetings to licensees(?), link to minutes/packet
A.7	20	Update website, including FAQs	Executive Director, Owens		12/1/2021	Annual Review			Identify who is visiting and why. Move most sought after information to more central locations; remove flow charts and add adopted policies and procedures
B. IMPROVING OFFICE POLICIES AND PROCEDURES									
B.1	19	Go paperless: Renewals, continuing ed apps	Executive Director, Owens		9/1/2018	ongoing			Create Renewals Policy and office procedures (inactive, expired; access to renewal (mail, download, electronic)
B.2	20	Revise employment and employee policies regarding time off (sick/vacation), evaluation and discipline	Executive Director, Dr. Stephanie Woodard	Annual	2/1/2022	Annual		Began at 2/14/2020 Board Meeting	v1 completed; v2 needs revision. review Feb 2022

STRATEGIC PLAN - 2021

ID	YR	TASK	TASK LEAD	DURATION	START DATE	PROJECTED END DATE	% COMPLETE	PROJECT STATUS	COMMENTS
B.4	19	Update Frequently Asked Questions on website	Executive Director	Annual	2/1/2018	2/1/2018	±		
B.5	20	Create Frequently Asked Questions online/ make a video using different topics quarterly	Executive Director	6 months	2/14/2020				Goal is to update and organize the FAQ page
B.6	20	Update website	Executive Director, Dr. Whitney Owens	Ongoing	2/1/2018	ongoing	0.75		
B.7	20	Update Procedure Manual	Executive Director, Board Members as Assigned		12/1/2021	3/1/2021			sections will be referred to individual Board/staff members for review as drafted
B.8	20	Set up legislative training	Executive Director, Neena		2/1/2018	ongoing			
B.9	19	Social Media Policy	Dr. Owens		9/14/2018	1/15/2021	100%		v.1 Adopted 1/15/21
B.9	20	Hire a Bookkeeper	Dr. Tony Papa and Dr. Whitney Owens		2/14/2020	7/1/2020	±		
B.10	'20	Endorsement NAC and procedures	ATEAM		11/4/2019	12/10/2021	75%		Draft legislation is Currently with LCB. Review R158-19 to evaluate language for validity and ability to enforce.
B.11	21	Continuing Education - review guidelines	Executive Director, Monique Abarca		now	2/1/2022			merge with renewal policy, procedure manual

C. COMPLAINT INVESTIGATION AND PROCEDURE FOR DISCIPLINARY PROCEEDINGS

STRATEGIC PLAN - 2021

ID	YR	TASK	TASK LEAD	DURATION	START DATE	PROJECTED END DATE	% COMPLETE	PROJECT STATUS	COMMENTS
C.2	'19	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.	Investigators		2/1/2018	1/15/2022	1		check responses to attorneys
C.4	'19	Adopt policies and procedures manual for investigators, for processing complaints, for conducting hearings, and for standardizing discipline, including disciplinary supervision contracts	DAG, Investigators, Executive Director		2/1/2018	1/15/2022	0.25		Model Disciplinary Supervision Contract Completed
D. FUTURE LEGISLATIVE NEEDS									
D.1	'20	Develop Tracking system to identify needed regulation changes	Board President, Executive Director, Lobbyist		2/14/2020	3/15/2022			Procedure Manual
D.3	'19	Endorsement Language	Board President, Executive Director, Lobbyist		2/1/2018		complete		
		Corrections Language	Owens, Woodard		2020	6/1/2022			2023 Legislative Session
		Masters Level Licensure	Owens, Lenkeit, Esmaeili		2020	Unknown			Pending updates from APA. Potential for 2024 Legislative Session
		Registration of Psych. Interns	Holland		12/15/2021	Unknown			Potential NRS, get HW opinion. End date dependant on whether a change to NRS or just NAC is needed
		Regulation Changes	Scurry						Currently Pending, Supervision Limits, Reg of Psych Interns (?),

STRATEGIC PLAN - 2021

ID	YR	TASK	TASK LEAD	DURATION	START DATE	PROJECTED END DATE	% COMPLETE	PROJECT STATUS	COMMENTS
		NAC 641.158 - supervision, define primary / secondary	Holland		1/15/2022	Unknown			change to NAC. Work on draft language for January Board meeting
		New - registration of supervisors	Owens		1/15/2022	Unknown			may be able to tag on to "registering agencies". Potential NRS
E. RESPOND TO AUDIT CONCERNS - increase Board oversight / improve system of checks and balances, provide ED with additional training									
E.1	'20	Update New ED on 2018 and 2019 Audit Deficiencies and Identify plan to remediate Board office operations	Executive Director, Board President, Secretary Treasurer						
E.1	'19	Improve budget reporting format, and improve coordination between Board office and Treasurer	Executive Director, Secretary Treasurer, Auditor		2020				Meeting with Board treasurer and public member scheduled for:
E.2	'19	Develop plan to rectify audit deficiencies.	Executive Director, Secretary Treasurer, Auditor		2020	12/15/2021			Audit, with findings, will be presented
E.3.	'19	Executive Director / Secretary Treasurer Receive 1:1 training with Board Auditor / Bookkeeper	Executive Director, Board President, Secretary Treasurer		Ongoing, as needed				Annual training for Secretary Treasurer, and maybe President
E.4.	'19	Executive Director explore bookkeeper training or cost of bookkeeper services	Executive Director			1/1/2021	50%		
E-6	'19	Better understand the Accrual VS Cash Analysis	Executive Director, Office Staff, Secretary Treasurer	Annual					
E-7	'19	Training in Bookkeeping	Executive Director, Secretary Treasurer	Annual	Ongoing, as needed				Develop procedures for office staff and Secretary / Treasurer for Office Procedures Manual

State of Nevada Board of Psychological Examiners

2022 Schedule of Meetings

Regular Board Meetings

Meetings of the Board begin at 8:30 a.m. unless otherwise stated on the official meeting notice. Meeting dates and times are subject to change.

- January 14, 2022
- February 4, 2022
- March 4, 2022
- April 1, 2022
- May 6, 2022
- June 3, 2022
- July 8, 2022
- August 12, 2022
- September 9, 2022
- October 14, 2022
- November 4, 2022
- December 2, 2022

Application Tracking Equivalency and Mobility (ATEAM) Committee

Meetings of the ATEAM Committee begin at 8:30 a.m. unless otherwise stated on the official meeting notice. Meeting dates and times are subject to change.

- January 28, 2022
- February 18, 2022
- March 18, 2022
- April 15, 2022
- May 20, 2022
- June 17, 2022
- July 22, 2022
- August 26, 2022
- September 23, 2022
- October 21, 2022
- November 18, 2022
- December 16, 2022