

STATE OF NEVADA

JOE LOMBARDO  
Governor



DR. KRISTOPHER SANCHEZ  
*Director*

PERRY FAIGIN  
NIKKI HAAG  
MARCEL F. SCHAEERER  
*Deputy Directors*

PAULA HLADE  
*Executive Director*

**DEPARTMENT OF BUSINESS AND INDUSTRY  
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS  
BOARD OF EXAMINERS FOR ALCOHOL, DRUG, & GAMBLING COUNSELORS**

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**AGENDA**

**DATE:** Friday, May 29, 2026  
**TIME:** 9:00 AM  
**LOCATION:** ONLINE VIA ZOOM ONLY

Persons wishing to participate in the meeting may connect to the meeting through the link below or telephone numbers below. Persons wishing to provide public comment during the meeting may use the links below and at the appropriate time, the Board Chair will call on persons wishing to make public comment. (The Board office recommends that individuals unfamiliar with ZOOM 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>.)

Items may be taken out of order; items may be combined for consideration by the board and items may be pulled or removed from the agenda at any time. Public comment will be taken at the beginning and at the end of the meeting. For those who would like to listen to the meeting, please make sure to mute your phone once you join the meeting. Please only unmute when you are called upon to speak during the meeting.

**Video Conference Information**

Topic: May 2026 Board meeting

Time: May 29, 2026 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89179833423?pwd=ioqyLdA89tIDoJWBGQQ66PyZn1kAJ2.1>

Meeting ID: 891 7983 3423

Passcode: 420471

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One tap mobile

+16699006833,,89179833423#,,, \*420471# US (San Jose)

+17193594580,,89179833423#,,, \*420471# US

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Join by SIP

• 87532164065@zoomcrc.com

Join instructions

<https://us06web.zoom.us/join/87532164065/invitations?signature=dycyigkHQBrik0ZxuBRXZoIj8V5yusjaWr9-IcmXaw0>

## **Agenda Items**

1. Welcome, Call to Order.
2. Public Comments.
3. Approval of Minutes from Board Meeting on January 16, 2026- **For Possible Action.**
4. Approval of Minutes from Board Meeting on March 13, 2026- **For Possible Action.**
5. Review and possible approval of Language Access Plan - **For Possible Action.**
6. Review, discussion, revision and possible approval of FY26-27 Budget- **For Possible Action.**
7. Discussion and possible approval of entering into a contract with CPA firm to perform annual audit- **For Possible Action.**
8. Update regarding LCB R074-25 – **Information Only**
9. Update regarding Sunset Committee meeting on March 27, 2026 - **Information Only**
10. Public Comments.
11. Adjournment.

## **Public Comment and Due Process Notices**

Note: Regarding public comment no vote may be taken upon a matter raised under this agenda item until the matter itself has been specifically included on a future agenda as an item upon which action may be taken (NRS 241.020). The Chair may allow comment on individual agenda items at his or her discretion. Please limit public comments to 5 minutes. Prior to the commencement and conclusion of a contested case, or a quasi-judicial proceeding that may affect the due process rights of an individual, the Board may refuse to consider public comment.

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 (see NRS 233B.126). Please be aware that after the quasi-judicial Board has rendered a decision in the contested case and, assuming this happens before adjournment, the Board may entertain public comment on the proceeding at that time.

## **Written Comments and Supporting Materials**

The Board of Examiners for Alcohol, Drug and Gambling Counselors may address agenda items out of sequence to accommodate persons appearing before the Board or to aid the efficiency or effectiveness of the meeting. Interested persons may present oral and/or written comments at the time and place of the meeting, or written comments may be sent no later than **May 28, 2026**, to [phlade@adgc.nv.gov](mailto:phlade@adgc.nv.gov).

Written public comment 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 that are not already on the agenda.

To request supporting materials, please contact: Paula Hlade, Executive Director via email: [phlade@adgc.nv.gov](mailto:phlade@adgc.nv.gov) they are also available at the Board's offices located at 4600 Kietzke Lane B-115, Reno, Nevada 89502.

**Posting Notice**

This notice has been posted in accordance with NRS Chapter 241 in the following locations:  
Board of Examiners for Alcohol, Drug and Gambling Counselors Website: [www.alcohol.nv.gov](http://www.alcohol.nv.gov)  
Nevada Public Notice website: <https://notice.nv.gov/Notice>  
Certification on file in the office of the Board of Examiners for Alcohol, Drug and Gambling Counselors in Reno, NV.

**ADA Accessibility Notice**

In compliance with the Americans with Disabilities Act (ADA) please contact the Board of Examiners for Alcohol and Drug Counselors, please call (775) 689 0562 or email [phlade@adgc.nv.gov](mailto:phlade@adgc.nv.gov) at least five days in advance, if you are disabled or require special services to attend.

**ITEM 5**

Review and possible approval of Language Access Plan - **For Possible Action.**



**DEPARTMENT OF BUSINESS AND INDUSTRY  
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS  
BOARD OF EXAMINERS FOR ALCOHOL, DRUG, & GAMBLING COUNSELORS**

**MEETING MINUTES**

**Friday, January 16, 2026 – 9:00 a.m.**

**Via Zoom and In-Person at 4600 Kietzke Lane B-115, Reno, NV 89502**

**Board Members in attendance:** Milagros Severin, Board President; Denise Everett, Vice President; Dr. Rory Reid, Secretary/Treasurer; Erin Warrell, Member; Dr. Kobie West, Member  
**Board Staff:** Paula Hlade, Interim Executive Director; Colleen Platt, Legal Counsel  
**Public attendees:** Jeanyne Ward (CASAT), Kim Garcia, Desiree Carrillo, Sarita Edwards, LeeAnn Malone

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**Item 1: Call to Order**

The meeting was called to order at **9:02 a.m.** by Board President, Milagros Severin-Ruiz.

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**Item 2: Public Comment**

Public comment was opened.  
No public comment was provided at this time.

*No vote may be taken upon a matter raised during a period devoted to public comment until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)*

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### Item 3: Approval of Minutes from November 21, 2025 — *For Possible Action*

The Board reviewed the draft minutes.

#### Action Taken:

- No changes were brought forth. Dr. West made a **motion** to approve the minutes.
  - **Second** received by Milagros.
  - **Approved unanimously.**
- 

### Item 4: Discussion regarding the manner in which the Board would like to conduct a search for a permanent Executive Director — *For Possible Action*

The Board discussed the process for conducting the search for a permanent Executive Director.

#### Summary

- Legal guidance was provided by Colleen regarding the use of a work group, Open Meeting Law requirements, and public records considerations.
- Board considered options to streamline the search while maintaining compliance.
- Discussion included job posting timelines, candidate qualifications, and the interview process.
- Board discussed limiting the number of finalists advanced for full Board interviews.

#### Action Taken

- Dr. Reid **made a motion** to establish a work group to conduct the Executive Director search with the following criteria
  - Job posting approved for a **30-day** period.
  - Work group authorized to review applications and recommend **no more than three finalists** to the full Board.
  - Work group comprised of two Board members and an external advisor, such as the former Executive Director if available and willing
- **Second** received by Dr. West
- **Approved unanimously**
  
- Discussion regarding the members of the work group. Dr. Reid agreed to be in the work group if no one else was interested and asked if anyone else was interested. Denise expressed her interest
- Dr. West **made a motion** to approve himself and Denise as a part of the work group
- Dr. Reid provided **a second to the motion**

- **Motion approved unanimously** appointing Denise Everett and Dr. West as Board members to the work group.
- 

**Item 5: Discussion and possible approval of request by Desiree Carrillo, pursuant to NAC 641C.220, to sit for an additional examination. — *For Possible Action***

**Summary:**

- Desiree Carrillo expressed her desire to retake her exam after three unsuccessful attempts, citing her busy schedule and lack of preparation time due to her doctorate studies and work commitments.
- Milagros Severin and Colleen Platt clarified the board's regulations on retaking the exam.
- Paula clarified that the Board has historically approved three more attempts when allowing exam retakes

**Action Taken:**

- Dr. Reid **made a motion** that the board approved Desiree's request to take the exam again by the end of the year
  - **Second received** by Erin
  - **Approved unanimously**
- 

**Item 6: Jessica Elbe -request to extend internship past the allowed 5 years — *For Possible Action***

Jessica let the Board know she was not interested in going before the Board at this time.

**Action Taken:**

- Item tabled
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**Item 8: Follow-up discussion and solicitation of questions regarding CASAT Problem Gambling Workforce Survey — *For Possible Action***

Jeanyne Ward from CASAT/UNR opened the follow up discussion from the last meeting when they presented findings from a workforce development survey conducted under a grant with the Advisory Council on Problem Gambling, focused on expanding Nevada's problem gambling treatment workforce.

- Survey respondents expressed interest in a potential endorsement pathway, prompting discussion on current certification pathways and possible future expansion.

- Legal counsel reviewed statutory requirements under NRS 641C.430 and NRS 641C.440, clarifying that certification criteria, supervision hours, and examination requirements are largely statute-driven and cannot be waived without legislative change.
- Board discussed distinctions between pathways for licensed professionals, non-licensed applicants, and interns, including required education, training hours, supervision, and exams.
- Concerns were raised that current requirements (1,000–2,000 supervised hours) may discourage experienced clinicians from pursuing problem gambling certification.
- Board members emphasized that problem gambling treatment is a specialized area requiring dedicated education and supervision and expressed concern about any automatic or overly broad pathways.
- Multiple members noted that graduate programs generally lack sufficient gambling-specific training, leading even dual-licensed clinicians to refer out due to lack of competence.
- Discussion highlighted additional barriers, including cumulative licensure fees, CEU requirements, and administrative burden associated with multiple credentials.
- Comparisons were shared to other states' models (e.g., California), where licensed clinicians may obtain a gambling endorsement through targeted training and ongoing consultation, expanding workforce capacity.
- Legal counsel outlined a potential regulatory “band-aid” option: adopting regulations to grant partial credit toward required supervision hours based on specific education or training, while noting that a true endorsement would require statutory change.
- Administrative considerations were discussed, including database limitations, certificate tracking, and potential costs associated with implementing endorsements or credential modifications.
- Reciprocity for out-of-state problem gambling credentials was clarified as already available by regulation, provided the applicant meets Nevada’s statutory education and equivalency requirements.

**Action Taken:**

- No action was taken. The discussion concluded with acknowledgment that further clarification, analysis, and policy development would be needed before pursuing regulatory or legislative changes.

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**Item 7: Sarita Edwards - request to extend internship past the allowed 5 years — *For Possible Action***

**Summary:**

- Sarita expressed her desire to extend her internship past the allowed 5 years and explained that her internship was interrupted in 2019 due to expiration of her SAPTA-

approved practicum site, followed by personal hardships (multiple family deaths) and the COVID-19 pandemic. These circumstances resulted in a leave of absence from her doctoral program and the inability to continue accruing supervised hours, which she stated were outside of her control. She stated she held the intern license for approximately six months and had accrued about 100 hours. She confirmed that conditions have stabilized and that she has secured an approved supervisor and site, allowing her to resume hours immediately if an extension is granted.

- She initially estimated approximately 1.5 years to complete remaining hours but, after Board discussion regarding workload and exam timelines, revised her request to approximately 2.5–3 years.
- Board members discussed the feasibility of completing required hours and emphasized allowing adequate time for examination preparation and testing.

#### **Action Taken**

- Erin **made a motion** to grant an internship extension for **three (3) years**.
  - Dr. West provided a **second**
  - **Motion passed unanimously.**
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#### **10. Public Comment**

Public comment was opened again and no public comment was offered.

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#### **Informational Item – Not on Agenda, no action taken**

- Chair provided an informational update regarding the Board's selection for review by the Legislative Sunset Committee.
  - Interim Executive Director and Chair will participate in the Sunset Committee presentation scheduled for March 27.
  - No action was taken.
- 

#### **11. Adjournment**

The meeting was adjourned at approximately **10:37 am**.

**ITEM 4**

Approval of Minutes from Board Meeting on March 13, 2026- **For Possible Action.**



**DEPARTMENT OF BUSINESS AND INDUSTRY  
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS  
BOARD OF EXAMINERS FOR ALCOHOL, DRUG, & GAMBLING COUNSELORS**

**MEETING MINUTES**

**Friday, March 13, 2026 – 9:00 a.m.**

**Via Zoom and In-Person at 4600 Kietzke Lane, G-160, Reno, NV 89502**

**Board Members in attendance:** Milagros Severin, Board President; Denise Everett, Vice President; Dr. Rory Reid, Secretary/Treasurer; Erin Warrell, Member; Dr. Kobie West, Member  
**Board Staff:** Paula Hlade, Interim Executive Director; Colleen Platt, Legal Counsel  
**Public attendees:** Jill Seely, Jennifer Autry, Pauline Salla, Jaime Clemens, Kelli Wilson, Eunice McKinnon, Paul Mouriski, Lauren Dalton

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**Item 1: Call to Order**

The meeting was called to order at **9:04 a.m.** by Board President, Milagros Severin-Ruiz.

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**Item 2: Public Comment**

Public comment was opened.  
No public comment was provided at this time.

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*No vote may be taken upon a matter raised during a period devoted to public comment until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)*

### Item 3: Jill Seely - Request to extend internship past the allowed 5 years - For Possible Action.

The Board discussed Jill's request to extend her internship hours.

#### Summary

- Jill explained that unforeseen personal challenges, including severe mental health issues, divorce, and homelessness, prevented her from completing the remaining 1,060 hours.
- She now works at Community Counseling Center as a behavioral tech and plans to complete her bachelor's degree in fall, after which she expects to become an intern counselor within 3 months

#### Action Taken

- Dr. West **made a motion** to approve three-year extension
  - Denise Everett provided **a second to the motion**
  - **Motion approved unanimously** approving a 3-year extension motion, with the requirement that Jill must still follow the application process with the board and meet all relevant requirements.
- 

### Item 5: Paul Mouriski - Request to extend internship past the allowed 5 years - For Possible Action

The Board discussed Paul's request to extend his internship hours.

#### Summary

- Paul explained unforeseen personal challenges, including health issues that resulted in a foot amputation, prevented him from completing his internship
- Came from CA and was counselor there, but was unsure what transferred over in 2020 when he came to Nevada. Paul completed 423 hours in Nevada prior to expiration.
- Paul stated he is in school to complete his Bachelor's degree in October 2026, and has the opportunity to become an intern at his current place of employment with an approved supervisor. Erin Warrell asked for clarification regarding the timing of his request and ability to find internship placement. Paul clarified that he is confident there will be an internship position if the Board allows for an extension, but not prior to the approval. Erin reiterated the timeframe needed once an approval is granted and that this is a one-time request.
- Paula clarified that there may be approved hours in California if provided the appropriate paperwork, but currently need 3,577 hours without the California hours

#### Action Taken

- Dr. Reid **made a motion** to approve three-year extension
  - Dr. West provided a **second to the motion**
  - **Motion approved unanimously** approving a 3-year extension motion, with the requirement that Paul must still follow the application process with the board and meet all relevant requirements.
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**Item 6: Brandon Mays – Application Review – For Possible Action.**

Paula clarified that this item was no longer needed after discussion with Colleen

**Action Taken:**

- No action was taken.
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**Item 4: Lauren Dalton - Request to extend internship past the allowed 5 years - For Possible Action.**

**Summary:**

- Lauren explained that she was involved in a car accident with multiple surgeries and medical treatment. This had a major impact on her ability to work at the time and during this time she was also assaulted at a gas station and had trauma resulting from that incident as well. She paused her schooling and internship while she was working through those events.
- Lauren has the opportunity to work full-time as a counselor at her current employer with an approved supervisor
- Lauren has Bachelor's degree in Psychology and needs 3,385 hours to apply for CADC

**Action Taken:**

- Erin Warrell **made a motion** to approve three-year extension
  - Denise Everett provided a **second to the motion**
  - **Motion approved unanimously** approving a 3-year extension motion, with the requirement that Lauren must still follow the application process with the board and meet all relevant requirements.
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**Item 7: Executive Director Interviews - For Possible Action**

- a. Jennifer Autry
- b. Pauline Salla-Smith
- c. Paula Hlade

**Summary:**

The Board conducted interviews for the Executive Director position with three candidates: Jennifer Autry, Pauline Salla, and Paula Hlade

Each candidate was interviewed individually using a standardized set of questions and allotted equal time. Candidates were placed in a separate waiting area while other interviews were conducted and were not present for one another's interviews.

Interviews were conducted in the following order: Jennifer Autry, Pauline Salla, and Paula Hlade

Following the completion of all interviews, the Board discussed the qualifications of each candidate, including their experience, leadership background, and responses to the interview questions.

**Action Taken**

- Jeff Clark **made a motion** to appoint Paula Hlade as permanent Executive Director
  - Milagros provided a **second motion**
  - **Motion passed unanimously.**
- 

**Item 8: Negotiations for Salary and benefits for Executive Director. – For Possible Action.**

The board discussed a proposed salary for the permanent Executive Director.

**Summary:**

The Board discussed the Executive Director salary, including prior interim compensation, current job responsibilities, and overall budget considerations. It was noted that the Executive Director is currently managing multiple roles, and members considered the scope of duties alongside the Board's financial position. General discussion included recent budget impacts, anticipated stabilization of expenses, and the need to balance fair compensation with fiscal responsibility.

Board members expressed support for a modest salary adjustment, with consideration for a future review once the budget is more predictable.

**Action Taken:**

- Jeff **made a motion** to approve a salary of \$115,000 for the executive director position, with benefits included.
- Denise provided a **second motion**
- **Motion passed unanimously**

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**Item 9: Update regarding the Legislative Sunset Subcommittee meeting scheduled for March 27, 2026, at 9am, and the related Sunset Review audit process - Informational Only**

- Paula provided an update on preparation for the Sunset Committee review. Submission is near completion pending final financial data. Board members may provide public comment in support if desired via email or during the meeting

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**Informational Item – Not on Agenda, no action taken**

- **Website & Processes:** Board emphasized improving clarity, accessibility, and application processes; full website rebuild is underway.
- **Training Requirement:** Members were reminded to complete required Boards and Commissions training and submit acknowledgments.

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**Item 10: Public Comments.**

- **Regulatory Workshop:** Colleen Platt shared that there is a public workshop for an updated draft of a proposed regulation from the Office of Boards and Commissions. It will be on 3/31 at 10:00am via zoom and Board members are welcome to attend. Paula will send the link out
- No other public comment

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**Item 11: Adjournment.**

The meeting was adjourned at **12:17 pm.**

**ITEM 5**

Review and possible approval of Language Access Plan - **For Possible Action.**



**DEPARTMENT OF BUSINESS AND INDUSTRY  
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS  
BOARD OF EXAMINERS FOR ALCOHOL, DRUG, & GAMBLING COUNSELORS**

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## Language Access Plan

*Nevada Board of Examiners for Alcohol, Drug & Gambling Counselors*

*Draft for Public Comment and Final Submission | Target Submission Date: July 31, 2026*

This Plan is intended to support meaningful access to Board licensing and regulatory services while recognizing the Board's limited staffing and self-funded structure.

### Purpose

The Nevada Board of Examiners for Alcohol, Drug & Gambling Counselors ("the Board") is committed to providing meaningful access to its licensing and regulatory services for individuals with Limited English Proficiency ("LEP") and individuals requiring auxiliary aids or services under the Americans with Disabilities Act ("ADA").

This Language Access Plan ("Plan") is developed pursuant to NRS 232.0081, Title VI of the Civil Rights Act of 1964, applicable federal guidance regarding meaningful access for persons with limited English proficiency, and applicable provisions of the ADA.

The purpose of this Plan is to establish procedures and guidelines to help ensure equitable access to Board services for applicants, licensees, certificate holders, interns, and members of the public.

### Board Overview

The Board is a statewide occupational licensing board responsible for licensing, certifying, and regulating alcohol, drug, and gambling counselors and interns under NRS and NAC Chapter 641C. The Board's responsibilities include application review, licensure and certification, continuing education oversight, complaint review, public meetings, outreach, and enforcement of applicable laws and regulations.

The Board is a small, self-funded agency and does not receive appropriations from the Nevada State General Fund. Operational expenses are funded through application, licensing, renewal, and related fees collected from applicants and licensees.

The Board currently operates as a one-person office responsible for day-to-day administrative, licensing, regulatory, meeting, outreach, and compliance functions statewide.

### General Policy

The Board recognizes that individuals with LEP may encounter barriers when accessing governmental services. The Board intends to take reasonable steps to provide meaningful access to licensing and regulatory services regardless of an individual's ability to speak, read, write, or understand English.

## Policy Commitments

- The Board will take reasonable steps to provide meaningful access to services for LEP individuals.
- The Board, rather than the LEP individual, bears responsibility for identifying reasonable language access resources when appropriate.
- Language assistance services, when utilized, will be provided at no cost to the individual requesting assistance.
- The use of minor children as interpreters is prohibited except in emergency situations where no reasonable alternative exists.
- Staff will not require applicants, licensees, interns, or members of the public to provide their own interpreter as a condition of receiving services.
- The Board will make reasonable efforts to utilize state-approved or otherwise qualified interpretation and translation resources when necessary and fiscally feasible.
- The Board will provide reasonable accommodations and auxiliary aids consistent with ADA requirements.

## Assessment of Existing Language Access Needs

The Board's primary functions involve professional licensure and regulatory oversight. Most communication with applicants and licensees occurs through the Board website, email correspondence, licensing applications and forms, public meetings, telephone communication, and examination-related communications.

At this time, the Board has not historically collected demographic data regarding preferred language, LEP status, refugee status, or indigenous identification. The Board intends to begin voluntarily collecting preferred language information from applicants and licensees in future application and renewal processes where feasible.

The Board acknowledges that some individuals seeking services may have LEP; Nevada's population is diverse and multilingual; the counseling profession and licensing process require substantial English-language comprehension due to educational, ethical, legal, and examination requirements; and national examinations utilized for licensure may have language limitations established by third-party testing organizations.

The Board has historically received very few requests for language interpretation, document translation, or ADA auxiliary aids; however, the absence of prior requests does not eliminate the Board's responsibility to evaluate and improve accessibility.

## Existing Language Access Measures

### Website and Electronic Communication

The Board communicates extensively through its website and email. The Board will work toward improving website accessibility and clarity during ongoing website redevelopment efforts. Contact information is publicly available for individuals requesting assistance or accommodations.

### Translation and Interpretation Resources

The Board may utilize statewide contracts or approved vendors for translation and interpretation services when necessary and fiscally feasible. The Board will research and maintain information regarding available state-approved language access resources.

### Public Meetings

Public meeting notices include contact information for accommodation requests. Reasonable accommodations for Board meetings, including auxiliary aids and services, may be requested in advance pursuant to ADA requirements.

## Telecommunications and ADA Access

Individuals may utilize Nevada Relay services or other telecommunications accessibility services when communicating with the Board. The Board will reasonably accommodate requests for auxiliary aids and services, including American Sign Language (“ASL”) interpretation when requested with reasonable advance notice.

## Identified Needs and Planned Improvements

To improve meaningful access to services, the Board intends to implement the following measures where feasible:

- Add voluntary preferred-language questions to applications or other forms where appropriate.
- Track and document requests for language assistance or accommodations.
- Develop internal procedures for responding to LEP requests.
- Identify “vital documents” that may require future translation if demand demonstrates a need.
- Improve website clarity and accessibility as part of the Board’s website redevelopment project.
- Maintain information regarding available statewide translation and interpretation contracts.
- Provide staff training regarding responding to LEP individuals, ADA accommodation procedures, appropriate interpreter usage, and documentation of language access requests.

Because the Board is a small agency with limited financial and staffing resources, implementation of additional measures will be dependent on demonstrated need, available funding, and operational feasibility.

## ADA Compliance

The Board is committed to ensuring compliance with the ADA and providing effective communication for individuals with disabilities.

Reasonable accommodations may include auxiliary aids and services, ASL interpretation, accessible electronic communication, telecommunications relay services, and other reasonable accommodations necessary to ensure meaningful participation in Board services or public meetings.

Requests for accommodations should be submitted as far in advance as possible to allow adequate time for coordination.

## Public Comment Process

Prior to final adoption and submission of this Plan to the Governor’s Office for New Americans, the Board will post the draft Plan publicly; provide an opportunity for public comment; accept public comments submitted in languages other than English where feasible; and review and consider public feedback before finalizing the Plan.

Notice regarding the availability of the draft Plan and public comment opportunities will be posted on the Board’s website and included in applicable public meeting materials.

## Funding and Resource Needs

The Board is a self-funded occupational licensing board operating with limited staffing and financial resources.

Additional language access measures may require translation and interpretation vendor costs, website accessibility improvements, ADA accommodation expenses, and administrative resources associated with tracking and responding to language access requests.

The Board may require continued access to statewide contracts, shared state resources, or additional funding mechanisms if language access demands increase substantially in the future.

## Recommendations to the Legislature

The Board recommends consideration of continued statewide support and centralized resources for language access services available to small agencies and occupational licensing boards; clarification regarding funding obligations and available state resources for self-funded boards implementing language access requirements; and exploration of shared translation and accessibility resources that may reduce costs and administrative burden for small agencies.

## Implementation and Monitoring

The Executive Director shall serve as the Language Access Coordinator for the Board.

The Language Access Coordinator will monitor implementation of this Plan; track accommodation and language assistance requests; maintain information regarding available resources; review the effectiveness of current procedures; and recommend updates to the Plan as needed.

This Plan will be reviewed and updated biennially or as otherwise necessary based on operational experience, demographic information, accommodation requests, and changes in applicable law or guidance.

## Language Access Coordinator Contact Information

Agency	Nevada Board of Examiners for Alcohol, Drug & Gambling Counselors
Address	4600 Kietzke Lane, Suite B-115 Reno, Nevada 89502
Phone	(775) 689-0563
Email	phlade@adgc.nv.gov
Website	alcohol.nv.gov

**ITEM 6**

Review, discussion, revision and possible approval of FY26-27 Budget- **For Possible Action.**

**BOE ADG**  
**Profit & Loss Budget Overview**  
 July 2026 through June 2027

	Jul '26 - Jun 27
<b>Income</b>	
3010 · Supervisor Renewal	3,780.00
3011 · Supervisor Certification	1,800.00
3016 · Licensed Clinical Renewal	22,200.00
3017 · Licensed Clinical Cert	840.00
3020 · Licensed Renewal	47,100.00
3021 · Licensed Cert	2,340.00
3025 · Certified Renewal	39,300.00
3026 · Certified Certifications	2,400.00
3030 · Gambling Supervisor Renewal	2,700.00
3036 · Gambling Cert Renewal	3,300.00
3037 · Gambling Certified Certification	60.00
3041 · Gambling Intern Renewal	1,875.00
3060 · Intern Renewal	19,275.00
3061 · Intern Certification	7,500.00
3070 · Provisional	1,250.00
3100 · Applications	33,750.00
3140 · Reinstatement	1,350.00
3150 · ADC Testing	1,800.00
3151 · AADC Testing	2,400.00
3153 · Oral Boards	15,000.00
3155 · Retake Orals	3,000.00
3200 · CEU's	300.00
3202 · Inactive	2,750.00
3204 · Late Fees	4,500.00
3250 · Interest Income	500.00
3297 · Restitution	1,500.00
3298 · Mailing List	150.00
<b>Total Income</b>	<b>222,720.00</b>
<b>Expense</b>	
5160 · Salaries	115,000.00
5300 · PERS	42,262.00
5500 · Group Insurance	15,756.00
5800 · Unemployment	295.00
5840 · Medicare	1,668.00
5820 · Social Security	0.00
5850 · EIC-workers comp. ins.	1,597.00
7020 · Operating Supplies	2,000.00
7021 · Software Vendor	25,000.00
7050 · Liability Insurance	1,200.00
7090 · Equipment Repairs	500.00
7091 · Equip. Purchase	750.00
7110 · Non-State Rent	9,300.00
7280 · Postage	600.00
7290 · Telephone & Internet	7,500.00
7391 · Attorney General Charge	500.00
7392 · Legal Counsel	5,000.00
7430 · Professional Services	19,000.00
7450 · Travel Expenses	750.00
7550 · Bank Fees -	3,000.00
8640 · Training	300.00
8645 · Web Hosting	1,860.00
<b>Total Expense</b>	<b>253,838.00</b>
<b>Net Income</b>	<b>-31,118.00</b>

**ITEM 7**

Update regarding LCB R074-25 – **Information Only**

Meeting minutes and proposed regulation attached, additional documents found here

<https://www.business.nv.gov/boards-and-commissions/proposed-regulations/>



**DEPARTMENT OF BUSINESS AND INDUSTRY  
OFFICE OF THE DIRECTOR**

**May 11 2026, Public Hearing Minutes LCB File No. R074 25**

**Minutes of Public Hearing**

**LCB File No. R074-25**

**Office of Nevada Boards, Commissions and Councils Standards**

Department of Business and Industry

Date: May 11, 2026

Locations: Carson City, Nevada and Las Vegas, Nevada

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**1. Call to Order**

Deputy Director Nikki Haag called the public hearing to order and confirmed that the meeting was being recorded. Connectivity with the Las Vegas hearing location was confirmed.

Deputy Director Haag welcomed attendees and provided opening remarks regarding the purpose of the hearing, the public comment process, and the rulemaking history associated with LCB File No. R074-25. The Office outlined the stakeholder engagement process conducted throughout development of the proposed regulations, including working groups, public workshops, written comment opportunities, and multiple revised drafts.

The Office explained that comments received during the hearing would become part of the administrative record and would be reviewed and addressed through a formal written response to public comment as part of the regulatory process. Public comment was limited to three minutes per speaker.

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**2. General Public Comment**

Public comment was received from the following individuals and organizations:

- Elliot Malin on behalf of the Nevada Osteopathic Medical Association, expressing opposition to the regulations as drafted and raising concerns regarding the rulemaking process and operational impacts on boards.
- Loretta Ponton, Nevada Board of Environmental Health Specialists, requesting additional consideration of written submissions and proposing language establishing waiver and variance authority for small boards experiencing hardship.
- Mark Fakler, Executive Director, Nevada Board of Professional Engineers and Land Surveyors, expressing concerns regarding the definition of “purview,” legislative tracking requirements, reporting obligations, and associated administrative costs.

- Frank DiMaggio, Executive Director, Nevada State Board of Osteopathic Medicine, expressing concerns regarding statutory authority, duplication of existing statutes and regulations, financial impacts, and the small business impact statement.
- Russell Rowe on behalf of the Nevada chapter of the American Council of Engineering Companies, supporting transparency and accountability efforts generally while expressing concern regarding operational impacts on boards already functioning effectively.

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### **3. Presentation of Proposed Regulations and Section-by-Section Public Comment**

Deputy Director Haag presented the proposed regulations section-by-section and invited public comment following each section.

#### **Sections 1-10**

The Office presented Sections 1 through 10, including definitions.

Public comment included:

- Loretta Ponton requested revisions to the definition of “purview” to clarify the scope of administrative oversight.

#### **Section 11**

The Office presented structural standards relating to board records, officer appointments, and attendance requirements.

No public comment was received.

#### **Section 12**

The Office presented training notification and reporting requirements for board members.

No public comment was received.

#### **Section 13**

The Office presented standards relating to internal controls, audits, reporting, and corrective action plans.

No public comment was received.

#### **Section 14**

The Office presented Internet website requirements for boards.

Public comment included:

- Loretta Ponton requesting revisions to disciplinary action website requirements and removal of quarterly updates from website posting requirements.
- Viki Windfeldt, Nevada State Board of Accountancy, expressing concerns regarding searchable disciplinary databases, implementation timelines, website burdens, duplicative posting requirements, ambiguity relating to “other reports,” and the burden of maintaining searchable disciplinary records and reports for a five-year period.
- Sandra Lowry, Board of Examiners for Social Workers, raising concerns regarding duplicative disciplinary posting systems.
- Jim Wadhams on behalf of the State Board of Architecture, supporting the regulation generally while recommending clarification regarding ADA compliance and correction of duplicative language.

- Homa Sayyar, providing comment regarding federal accessibility requirements and prior state accessibility obligations.

### **Section 15**

The Office presented legislative tracking and reporting requirements.

Public comment included:

- Loretta Ponton requesting revisions to narrow legislative tracking requirements and referencing Attorney General Opinion 2026-03.
- Viki Winfeldt requesting removal or revision of provisions relating to board bank accounts.
- Sandra Lowry requesting removal of language relating to board bank accounts.
- Homa Sayyar providing clarification regarding Attorney General opinion request authority.
- Jim Wadhams recommending narrowing the scope of bills required to be tracked and noting drafting concerns.

### **Section 16**

The Office presented outreach and educational publication provisions.

No public comment was received.

### **Section 17**

The Office presented standards relating to complaints and investigations.

Public comment included:

- David Behar, Nevada State Contractors Board, identifying duplication between complaint filing provisions.
- Viki Windfeldt, Nevada State Board of Accountancy, expressing concerns regarding confidentiality and disclosure of investigative files to the Office, including concerns regarding statutory confidentiality protections and disclosure of privileged investigative materials.
- Louis Ling recommending replacement of the phrase “reasonable doubt” with “cause.”

### **Section 18**

The Office presented quarterly reporting requirements.

Public comment included:

- Loretta Ponton requesting removal and relocation of language regarding additional information requests.
- Viki Windfeldt expressing concerns regarding duplicative reporting formats.
- David Behar, Nevada State Contractors Board, expressing concerns regarding undefined terminology relating to “resolved,” “pending,” and complaint stages, inconsistent interpretation among boards, unintended reporting burdens, and broad language relating to additional information requests by the Office.

## **Section 19**

The Office presented annual and quarterly financial reporting requirements.

Public comment included:

- Loretta Ponton requesting clarification regarding quarterly versus fiscal year financial reporting.
- Sandra Lowry expressing concerns regarding duplicative reporting and prescribed formatting requirements.

## **Section 20**

The Office presented performance evaluation provisions.

Public comment included:

- Loretta Ponton, Nevada Board of Environmental Health Specialists, requesting revised language concerning Office consideration of board responses and recommending modification of language stating the Office is not required to modify findings or conclusions based on board responses.
- Sandra Lowry, Board of Examiners for Social Workers, expressing concerns regarding undefined evaluation benchmarks, issue identification standards, lack of transparency regarding evaluation criteria, absence of an appeals process, and lack of clarity regarding final performance evaluation procedures.
- Viki Windfeldt, Nevada State Board of Accountancy, expressing concerns regarding the Office's authority to conduct performance evaluations or audits, and requesting clarification regarding benchmarks, guidelines, and standards that would be used to evaluate board performance and operational effectiveness.
- David Behar recommending inclusion of an appeals process and citing prior collaboration regarding reporting corrections.
- Jim Wadhams recommending relocation of the "performance data" definition to the general definitions section.

## **Section 21**

The Office presented provisions regarding written recommendations and referrals.

Public comment included:

- Louis Ling requesting extension of the 60-day response period to accommodate quarterly board meetings and Open Meeting Law requirements.

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## **4. Additional Public Comment**

**Additional public comment was received from:**

- Loretta Ponton, Nevada Board of Environmental Health Specialists, thanking the Office for the opportunity to provide comments and recommendations throughout the process, reiterating opposition to the regulations as drafted, and requesting consideration of proposed waiver and variance language for boards experiencing hardship. Ms. Ponton proposed language authorizing the Office to waive or extend compliance requirements in cases involving financial hardship, limited staffing resources, small licensee populations, or limited complaint and disciplinary activity.

Following public comment, Deputy Director Haag stated she needed to return to Agenda Item C before moving forward with Agenda Item D and stated that the Office of Nevada Boards, Commissions and Councils Standards and the Department of Business and Industry would adopt LCB File No. R074-25 as presented.

**Additional public comment was opened back up and then received from:**

- Sandra Lowry, Board of Examiners for Social Workers, expressing concerns regarding the collaborative nature of the rulemaking process and stating that, unlike other occupational board workshop processes, there had been no opportunity for dialogue or questions during the workshops and hearing process. Ms. Lowry stated that multiple recommendations had been repeatedly submitted throughout the workshops without changes appearing in later drafts and expressed disappointment regarding the lack of explanation or rationale provided concerning why certain recommendations and revisions were not incorporated. Ms. Lowry further stated that the process had functioned as one-way communication rather than a collaborative process.
- Loretta Ponton, Nevada Board of Environmental Health Specialists, requesting a written statement of the principal reasons for and against adoption of R074-25 pursuant to NRS 233B.064(2), including the reasons for overruling considerations urged against adoption submitted by interested parties. Ms. Ponton expressed disappointment that the regulations were adopted without consideration of comments, revisions, or amendments submitted by boards during the hearing process and stated that adoption without consideration of those comments was not how the process should operate.
- Viki Windfeldt, Nevada State Board of Accountancy, expressing concerns regarding the cumulative administrative and reporting burdens placed on boards, including extensive reporting obligations already required by multiple state agencies. Ms. Windfeldt stated that increasing reporting, website retention, and documentation requirements diverted board resources away from core responsibilities relating to public protection, enforcement, and licensing functions. Ms. Windfeldt further stated that boards had attempted to work collaboratively with the Office throughout the workshops and submitted written comments and recommendations, but expressed frustration that many comments and concerns were not reflected in later drafts of the regulations. Ms. Windfeldt stated that the lack of implementation timelines and retroactive website requirements would result in boards being unable to immediately comply with certain provisions upon adoption and stated that this had contributed to frustration and hostility among some boards toward the Office. Ms. Windfeldt stated that boards wanted to remain compliant and work cooperatively with the Office but believed the process had not reflected a collaborative working relationship.
- Paula Lopez Hlade, Board of Examiners for Alcohol, Drug and Gambling Counselors, reiterating concerns previously raised by other boards regarding the regulatory process and cumulative administrative burdens placed on smaller boards with limited staffing and resources. Ms. Hlade expressed concerns regarding duplication of existing reporting requirements, vague language, operational feasibility, and the impact of the regulations

on smaller agencies. Ms. Hlade stated that while the Office had described the process as transparent, there had been limited meaningful dialogue regarding why proposed revisions and concerns raised by boards were omitted from later drafts. Additional concerns included repetitive reporting obligations, broad language authorizing future reporting requirements in formats prescribed by the Office, and performance evaluation standards lacking clearly defined benchmarks. Ms. Hlade also expressed concerns regarding provisions relating to inefficiency and nonfeasance, stating that such provisions did not adequately distinguish misconduct from operational limitations experienced by smaller boards with limited staff, vacancies, and budget constraints. Ms. Hlade further stated that smaller fee-funded boards would likely experience operational and financial impacts associated with increased reporting, tracking, website, and documentation requirements.

- Liz Barnard, Nevada State Board of Massage Therapy, stating that previously submitted written comments from the second workshop remained applicable because no substantive changes had been made in later drafts of the regulations. Ms. Barnard expressed concerns that portions of the regulations duplicated existing statutory requirements while creating additional administrative requirements and unfunded mandates for boards. Ms. Barnard stated that compliance with additional reporting, tracking, and website obligations would likely require additional resources and could result in increased licensing fees for licensees and small business owners regulated by boards. Ms. Barnard further expressed concerns regarding the absence of a small business impact statement addressing the indirect impacts the regulations may have on small businesses.
- Frank DiMaggio, Executive Director, Nevada State Board of Osteopathic Medicine, correcting prior testimony relating to the small business impact statement and clarifying that a statement had been submitted. Mr. DiMaggio expressed concerns regarding whether the small business impact analysis complied with the Nevada Attorney General's Administrative Rulemaking Manual and stated there was no indication that affected small businesses had been surveyed or consulted during preparation of the statement. Mr. DiMaggio further stated that boards may need to increase licensing fees to address additional staffing and administrative burdens associated with the regulations, which could impact licensees operating small businesses. Mr. DiMaggio stated that he believed the process did not fully comply with requirements relating to consultation with small businesses under the Nevada Administrative Procedure Act..

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## **5. Adjournment**

Deputy Director Haag thanked attendees for their participation and stated that the Office would provide a written response to public comment consistent with the administrative process for public hearings.

The public hearing was adjourned.

**THIRD REVISED PROPOSED REGULATION OF THE  
DIRECTOR OF THE DEPARTMENT OF BUSINESS AND  
INDUSTRY**

**LCB File No. R074-25**

February 23, 2026

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

AUTHORITY: §§ 1-21, NRS 232.8413.

A REGULATION relating to professional and occupational licensing boards; defining certain terms relating to the regulation of professional and occupational licensing boards; setting forth certain standards for each board relating to recordkeeping, officers of the board and attendance at board meetings; establishing certain requirements relating to the training of board members; establishing certain standards for the internal controls of a board; establishing certain requirements for the Internet website of a board; establishing certain requirements for a board relating to certain bills during a legislative session; authorizing a board to publish certain information for the public; setting forth certain standards relating to complaints to and investigations by or on behalf of a board; requiring a board to provide certain information to the Office of Nevada Boards, Commissions and Councils Standards within the Department of Business and Industry; providing for the Office to conduct performance evaluations of a board; providing for the Office to issue certain recommendations relating to a board; and providing other matters properly relating thereto.

**Legislative Counsel’s Digest:**

Existing law creates the Office of Nevada Boards, Commissions and Councils Standards within the Department of Business and Industry and charges the Office with certain duties relating to the regulation of professional and occupational licensing boards, including: (1) centralized administration; (2) establishing a uniform set of standards for investigations, licensing and discipline, internal controls and legal representation; (3) establishing a consistent set of structural standards for boards and commissions; (4) transparency and consumer protection; and (5) efficacy and efficiency. Existing law requires the Director of the Department to adopt regulations and procedures to administer the responsibilities of the Office. (NRS 232.8413, 232.8415) **Sections 3-10** of this regulation define certain terms relating to the regulation of professional and occupational licensing boards. **Section 2** of this regulation applies these definitions to the provisions of this regulation.

**Section 11** of this regulation establishes certain structural standards for each board to: (1) maintain certain centralized records relating to each seat on the board, the board members filling

those seats, and the terms of the board members serving on the board; and (2) elect or appoint officers of the board. **Section 11** also sets forth certain attendance requirements for board members at meetings.

**Section 12** of this regulation requires: (1) the executive director of each board to notify board members of certain training requirements and when such training is offered; and (2) the board to notify the Office that a board member has successfully completed such training.

**Section 13** of this regulation requires each board to establish certain standards for internal controls including: (1) developing and implementing a budget; (2) maintaining and protecting information in the records of the board in a certain manner; (3) complying and cooperating with all statutory and regulatory reporting and auditing requirements; and (4) taking certain actions to respond to audits that recommend corrective action.

**Section 14** of this regulation requires each board to maintain a publicly accessible Internet website of the board, which includes certain information and meets certain requirements.

**Section 15** of this regulation requires each board to: (1) track bills during a regular or special legislative session which may impact the operations of or licensees regulated by the board; (2) report certain information to the Office relating to such bills; and (3) take certain steps to implement bills which became law.

**Section 16** of this regulation authorizes a board to publish certain materials to inform the public of information relating to the board and licensees of the board.

**Section 17** of this regulation sets forth certain requirements relating to complaints to and investigations conducted by or on behalf of a board. **Section 18** of this regulation requires a board to provide certain quarterly information to the Office relating to complaints, investigations, disciplinary actions, licensees and other board operations.

**Section 19** of this regulation requires a board to submit certain financial information to the Office on a quarterly and annual basis.

**Section 20** of this regulation requires the Office to evaluate the performance of each board using the reports and other information required to be submitted to the Office.

**Section 21** of this regulation provides that if the Office identifies: (1) certain concerns with a board, the Office may provide the board with written recommendations to address such concerns; or (2) certain conduct of a board member that may constitute malfeasance or nonfeasance, the Office may refer the board member to the Governor for possible removal.

**Section 1.** Chapter 232 of NAC is hereby amended by adding thereto the provisions set forth as sections 2 to 21, inclusive, of this regulation.

**Sec. 2.** *As used in sections 2 to 21, inclusive, of this regulation, unless the context otherwise requires, the words and terms defined in sections 3 to 10, inclusive, of this regulation have the meanings ascribed to them in those sections.*

Sec. 3. *“Board” means any professional or occupational licensing body, including, without limitation, a board, commission or council, that has been created by the Legislature and which is under the purview of the Office.*

Sec. 4. *“Board member” means a person appointed to serve on a board.*

Sec. 5. *“Disciplinary action” means any final action taken by a board against a licensee, including, without limitation, a public reprimand, probation, a fine, the suspension or revocation of a license or the voluntary surrender of a license in lieu of discipline.*

Sec. 6. *“Executive director” means a person appointed or employed by a board to oversee the daily operations of the board.*

Sec. 7. *“License” means any professional or occupational authorization, including, without limitation, a license, permit, registration or certificate, that is issued by a board.*

Sec. 8. *“Licensee” means any person who holds a license issued by a board.*

Sec. 9. *“Office” means the Office of Nevada Boards, Commissions and Councils Standards within the Department.*

Sec. 10. *“Purview” means administrative oversight.*

Sec. 11. 1. *For the purposes of establishing a consistent set of structural standards pursuant to NRS 232.8415:*

*(a) Each board shall:*

*(1) Maintain a centralized record of:*

*(I) Each seat on the board, including, without limitation, whether the seat is required by statute to represent certain interests or to serve a certain role;*

*(II) Each board member who is filling a seat on the board; and*

*(III) The terms of each board member, including, without limitation, the date on which each term begins and expires.*

*(2) Elect or appoint the officers of the board in accordance with the applicable statutes and regulations governing the board. Except as otherwise provided by specific statute or regulation adopted by the board, the board shall elect the officers of the board on an annual basis.*

*(b) Board members are required to attend and participate in meetings of the board. If, within a 12-month period, a board member has three or more consecutive unexcused absences or has unexcused absences from 50 percent or more of the meetings of the board, the board member has failed to meet this attendance requirement and the board or the Office may submit a recommendation to the Governor for the removal of the board member pursuant to NRS 232A.030.*

*2. As used in this section, “unexcused absence” means an absence that is not:*

*(a) Caused by illness, family emergency or other extenuating circumstance;*

*(b) Approved by the chair of the board; or*

*(c) Otherwise authorized by statute.*

**Sec. 12. 1.** *The executive director of each board shall notify the board members of any training that the board members are required to complete pursuant to NRS 622.200 and when such training will be offered.*

*2. Not more than 30 days after a board member successfully completes any training required pursuant to NRS 622.200, the board shall provide written notice to the Office, in a format prescribed by the Office, confirming that the board member has successfully completed the required training.*

**Sec. 13.** *For the purpose of establishing a uniform set of standards for internal controls pursuant to NRS 232.8415, each board shall:*

- 1. Develop a budget for the board and monitor the implementation of the budget.*
- 2. Maintain any information in the records of the board relating to licensees, finances and complaints in a manner that ensures the information is accurate, complete and verifiable.*
- 3. Protect the confidential and personally identifiable information in the records of the board.*
- 4. Comply and cooperate with all reporting and auditing requirements:*
  - (a) Set forth by any applicable statute or regulation, including, without limitation, the governing statutes of the board and the requirements of title 54 of NRS or NRS 218G.400, 331.110, 333.705, as amended by section 8 of Assembly Bill No. 506, chapter 153, Statutes of Nevada 2025, at page 859, or NRS 622.100, as amended by section 3 of Senate Bill No. 274, chapter 83, Statutes of Nevada 2025, at page 444; or*
  - (b) Established by any state entity authorized to conduct audits or require reports pursuant to any applicable statute or regulation, including, without limitation, the Legislative Auditor or the Budget Division of the Office of Finance,*  
*↳ in a timely and accurate manner and in accordance with any deadline set forth in statute or regulation or established by the applicable state entity.*
- 5. Respond to all audits of the board that are required or authorized by statute or conducted by a state entity that is authorized to conduct audits of the board pursuant to statute. Except as otherwise provided by specific statute, each board shall, not more than 90 days after receiving a final written report of an audit that recommends corrective action:*

*(a) Prepare a written plan for corrective action that addresses all recommendations for the corrective action; and*

*(b) Submit evidence to the auditing entity that the corrective action set forth in the written plan prepared pursuant to paragraph (a) has been taken.*

**Sec. 14. 1.** *Each board shall maintain a publicly accessible Internet website of the board which is accessible to persons with disabilities, including, without limitation, persons who are blind or visually impaired and, in addition to any other information required by statute or regulation of the board, post on the Internet website of the board:*

*(a) A citation and link to the enabling statutes of the board and any regulations adopted by the board, including, without limitation, emergency regulations, temporary regulations and permanent regulations of the board which have been adopted and filed with the Secretary of State pursuant to chapter 233B of NRS but not yet codified in the Nevada Administrative Code.*

*(b) The mission statement of the board.*

*(c) For all current board members:*

*(1) The name of each board member;*

*(2) If the board member was appointed to represent certain interests or serve a certain role that is required by statute, the interests or role which the board member represents or serves; and*

*(3) The dates on which the term of each board member begins and expires.*

*(d) The name and title of the executive director of the board.*

*(e) The contact information for the board, including, without limitation, the electronic mailing address, mailing address, physical address and telephone number for the board.*

*(f) Any upcoming meeting of the board or a subcommittee of the board, which must include, without limitation, the date, time, location, agenda, when available, and any other information required for notice of an upcoming meeting pursuant to NRS 241.020 or 622.340, as applicable.*

*(g) An archive consisting of all agendas and minutes of meetings of the board prepared pursuant to NRS 241.035 for a period of not less than the immediately preceding 5 years. All other agendas and minutes of meetings of the board outside of such 5-year period must be made available upon request in accordance with the provisions of chapter 239 of NRS.*

*(h) Clear instructions for applying for initial licensure, renewing a license and the reinstatement of a license and any applicable deadlines set forth in statute or regulation for applying for, renewing or reinstating a license.*

*(i) A system for verifying licenses, which must be accessible from the homepage of the Internet website with one click and, for each licensee, must include, without limitation, the full name of the licensee, the type and status of the license, the license number, the date of issuance and the date of expiration of the license and a yes-or-no-indication of whether the licensee has any history of disciplinary actions.*

*(j) A system for reviewing the history of disciplinary actions of a licensee, which must:*

- (1) Be accessible from the homepage of the Internet website;*
- (2) Be searchable;*
- (3) Be updated not more than 15 days after any new disciplinary action is finalized;*
- (4) Include, without limitation, the full name of the licensee, the type and status of the license, the license number of the licensee, the type of disciplinary action and the date of the disciplinary action; and*

*(5) Unless otherwise declared confidential by statute or court order, provide access to the final order or settlement agreement for any disciplinary action issued in the immediately preceding 5 years. All other final orders or settlement agreements for any disciplinary action not otherwise declared confidential outside of the immediately preceding 5-year period must be made available upon request in accordance with the provisions of chapter 239 of NRS.*

*(k) Clear instructions on how to file a complaint with the board, accompanied by forms that may be downloaded for filing a complaint or an online system on the Internet website that enables a person to file a complaint electronically.*

*(l) A copy of the most recent quarterly update submitted to the Office pursuant to section 19 of this regulation and a copy of all financial audits or balance sheets filed pursuant to NRS 218G.400 within the immediately preceding 5 years.*

*(m) A copy of any review, evaluation, report or audit of the board conducted or prepared within the immediately preceding 5 years by or on behalf of:*

*(1) The Sunset Committee of the Legislature;*

*(2) The Division of Internal Audits of the Office of Finance;*

*(3) The Fiscal Analysis Division of the Legislative Counsel Bureau; or*

*(4) Any other entity authorized by statute to conduct or prepare a review, evaluation report or audit of the board.*

*(n) A link to the Internet website of the Office which must be accessible from the homepage of the Internet website of the board.*

*(o) Any other report required to be published by statute or submitted annually by the board.*

*(p) Any performance data prepared by the board.*

*2. The Internet website of each board must comply with any applicable regulations, policies, standards and guidelines adopted by the Chief Information Officer of the Governor's Technology Office within the Office of the Governor pursuant to NRS 242.111, as amended by section 19 of Senate Bill No. 467, chapter 513, Statutes of Nevada 2025, at page 3565, and section 15 of Assembly Bill No. 1, chapter 4, Statutes of Nevada 2025, 36th Special Session, at page 42, and NRS 242.115.*

*3. As used in this section:*

*(a) "Emergency regulation" has the meaning ascribed to it in NRS 233B.033.*

*(b) "Performance data" means information or metrics prepared by a board to measure or report on the operations, workload or compliance with the statutory duties of the board, including, without limitation, data or metrics prepared by the board during the ordinary course of business or that is required by statute or regulation.*

*(c) "Permanent regulation" has the meaning ascribed to it in NRS 233B.036.*

*(d) "Temporary regulation" has the meaning ascribed to it in NRS 233B.0385.*

*Sec. 15. 1. During each regular or special legislative session, each board shall track any bills introduced in the Legislature which may impact the operations of or licensees regulated by the board.*

*2. Not later than 60 days after the adjournment of each regular or special legislative session, each board shall submit a report to the Office, in a format prescribed by the Office, identifying, for each bill tracked pursuant to subsection 1:*

*(a) The bills tracked by the board and whether the bills became law;*

*(b) The potential impact of each bill on the operations of or licensees regulated by the board;*

*(c) Any actions required by the board to implement any bills which became law during the legislative session; and*

*(d) The estimated timeline for the board to implement any bills which became law during the legislative session.*

*3. For any bill tracked by the board pursuant to subsection 1 for which a board is required to take action to implement, the board shall:*

*(a) Update the regulations of the board consistent with the bill;*

*(b) Ensure that the bank accounts and the records of the board are consistent with the requirements of the bill; and*

*(c) Notify the Office, in a format prescribed by the Office, once the board has implemented the bill.*

*Sec. 16. To provide outreach and education to the public, each board may publish newsletters, alerts or bulletins to inform the public of the activities of the board, professional standards of and ethical requirements for the licensees regulated by the board, the rights of the public and the procedures for reporting the misconduct of a licensee to the board.*

*Sec. 17. 1. To ensure transparency and access to the public, each board shall make available to any person who wishes to file a complaint with the board a form for filing the complaint or a method to file the complaint electronically.*

*2. When responding to a complaint filed with a board, the board shall comply with all requirements for confidentiality.*

*3. Before initiating an investigation, a board shall determine whether a complaint falls within the jurisdiction of the board.*

*4. For any matter under an investigation conducted by or on behalf of a board, the file of the complaint documenting the investigation must include, without limitation:*

*(a) Any statutory or regulatory deadlines applicable to the investigation and resolution of the complaint by the board;*

*(b) Whether the board met all the deadlines identified pursuant to paragraph (a); and*

*(c) If the board did not meet a deadline identified pursuant to paragraph (a), the reason the board did not meet the deadline.*

*5. For the purposes of subsection 4, the steps of an investigation may include, without limitation, the receipt or acknowledgment of a complaint, the issuance of a notice to a licensee, the determination of reasonable doubt, the filing of a formal complaint, the scheduling of a hearing and the issuance of a final decision by the board.*

*6. Upon the request of the Office and to the extent permitted by law, a board shall provide to the Office any files, documents, data or other information relating to an investigation conducted by the board, including, without limitation, any disciplinary action instituted as a result of an investigation.*

**Sec. 18.** *On or before the 20th day of January, April, July and October, each board shall submit to the Office, in a format prescribed by the Office:*

*1. All information required to be submitted to the Director of the Legislative Counsel Bureau pursuant to NRS 622.100, as amended by section 3 of Senate Bill No. 274, chapter 83, Statutes of Nevada 2025, at page 444. A board may submit a copy of the report submitted to the Director of the Legislative Counsel Bureau pursuant to NRS 622.100, as amended by section 3 of Senate Bill No. 274, chapter 83, Statutes of Nevada 2025, at page 444, to satisfy this requirement.*

*2. A summary of all complaints filed with the board during the immediately preceding calendar quarter, which must include, without limitation:*

*(a) All complaints received, pending and resolved by the board for the calendar quarter; and*

*(b) The number of complaints resolved by the board at each stage of the process for resolving a complaint, consistent with the statutory procedures of the board.*

*3. Any other information requested by the Office that is reasonably related to the administrative, fiscal or investigative operations of the board.*

**Sec. 19. 1.** *All money in the possession of a board must be deposited and used in accordance with any applicable statutes governing the board.*

*2. On or before December 1 of each year, each board shall submit to the Office:*

*(a) A copy of the balance sheet or the report of an audit, as applicable, required to be filed with the Legislative Auditor and the Chief of the Budget Division of the Office of Finance pursuant to NRS 218G.400; and*

*(b) A form, in the format prescribed by the Office, summarizing the information provided pursuant to paragraph (a), which must include, without limitation:*

*(1) The total revenue of the fiscal year;*

*(2) The total expenditures of the board at the end of the fiscal year;*

*(3) The cash balances of the board at the end of the fiscal year;*

*(4) A statement from the board identifying any significant financial or structural concerns identified by the board; and*

*(5) A review of the adequacy of the existing fees which the board is authorized to charge under statute.*

*3. Not later than 30 days after the close of each fiscal quarter, each board shall submit to the Office a quarterly update summarizing the finances of the board for that fiscal quarter, in a format prescribed by the Office, which must include, without limitation:*

- (a) The total revenue of the board at the end of the fiscal quarter;*
- (b) The total expenditures of the board at the end of the fiscal quarter; and*
- (c) The cash balances of the board at the end of the fiscal quarter.*

**Sec. 20.** *1. The Office shall evaluate the performance of each board using the reports and information submitted to the Office pursuant to sections 2 to 21, inclusive, of this regulation to assess the administrative efficiency, internal controls, transparency, responsiveness to the public and compliance with statutory reporting requirements of a board.*

*2. If the Office identifies any issues during a performance evaluation conducted pursuant to subsection 1, the Office shall notify the board in writing and the board shall have 60 days to submit a written response addressing the issues identified by the Office. The Office shall evaluate the written response of the board, if any, before completing the performance evaluation of the board. The Office is not required to modify its findings or conclusions based on the written response of the board.*

*3. After completing a performance evaluation conducted pursuant to subsection 1, the Office may issue written recommendations to a board pursuant to section 21 of this regulation.*

*4. Nothing in this section shall be construed to authorize the Office to direct the financial or operational activities of a board or to require a board to take corrective action beyond what is required by statute.*

**Sec. 21.** *1. If the Office identifies concerns regarding the compliance of a board with the requirements of statute or with the administrative practices, internal controls or reporting*

*compliance of the board, the Office shall provide the board with written recommendations to promote improved performance, administrative consistency or compliance with statutory and regulatory requirements.*

*2. Not more than 60 days after receiving written recommendations provided pursuant to subsection 1, a board shall review such recommendations and provide the Office with a written response describing the actions the board intends to take to address the written recommendations of the Office, if any.*

*3. If the Office identifies any conduct by a board member in the performance of his or her duties that may constitute malfeasance or nonfeasance, including, without limitation, neglect of duty, incompetence or inefficiency, the Office may refer such conduct to the Governor to consider whether the board member should be removed from the board pursuant to NRS 232A.030.*

**ITEM 8**

Update regarding Sunset Committee meeting on March 27, 2026 - **Information Only**

Sunset Committee meeting minutes not yet available