Professional and Occupational Licensing Boards
Administrative Collaborative
Meeting Summary

July 25, 2024

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1. Confirmation of Attendance
2. Announcements – Welcome new Executive Directors
   - Mark Fakler, PE – Board of Professional Engineers and Land Surveyors
   - David Behar, Executive Officer – Contractor's Board, August 1, 2024 (Margi Greer Retired)
   - Mary Ellen Wilkenson – Board of Long Term Care Administrators (Sandy Lambert Retired)
3. Updates - Office of Boards, Commissions and Councils Standards
   - Contacts with Nikki Haag, Deputy Director

   ABA Board – Background Check delays in processing
   2025 Legislation to focus on Office staffing and funding needs; 2027 session projected to address Board needs/requirements/oversight

   - Historical Data Survey Request

   Survey sent to all Boards; out of state applications not tracked/use anadotal information such as endorsement applications; data to be used to justify positions in 2025 budget requests; do the best you can in reporting information
4. 2025 Legislative Session – BDR Listing Now Available BDR List (state.nv.us)
5. Legislative Interim Committees
   - June 10 2024 & July 17, 2024

   Joint Interim Standing Committee on Health and Human Servs. (state.nv.us)
   - May 23 2024

   Joint Interim Standing Committee on Commerce and Labor (state.nv.us)
   - May 22 & June 14 2024

   Sunset Subcommittee of the Legislative Commission (state.nv.us)

The final meeting of the Sunset Subcommittee was held June 14, 2024. At the work session, the subcommittee reviewed three provisions in SB 210 of the 2023 session that was vetoed by the Governor. The subcommittee voted to re-submit with revision the following:

- Require Boards to submit to the Governor a listing of eligible people for Board member appointments within 60 days of the end of a term;
- Remove the requirement for Boards to submit quarterly reports of criminal history petitions reviewed.

No discussion, information only

6. Board Reporting – Due Dates Reminder – **No discussion, information only**
   - LCB Licensing and Disciplinary Action Report – Quarterly, Due 7/31/24

- Audit or Balance Sheet Report – Annual, Due December 1, 2024
- SPLOR Debt Collection Report – 6 month, Due July 31, 2024
- Veterans Report – Annual, Due November 1, 2024
- Consultants Report – 6 month, Due July 31, 2024

7. Items for Discussion

- Legislative Approved Cost of Living Increase July 1, 2024

State = 11% COLA; confirmed with State HR – confusion on 4% or 11% due to duplicate bills being introduced; 11% only if the other bill failed which it did

- Language Access Plan – status – due August 1, 2024

Working on plans; seems overkill for small boards with limited staff; template available; Public comment required, keep on file – however, not to be included in LAP

- Spam Telephone Calls to Licensees – how are they being handled?

Notice to licensee / posted on website

- Criminal Background Checks – DPS continued delays – **discussed above**

DPS data system update still on track for end of year

- Lobbyist/Legislative Services Recommendations

Information distributed through Chat

- Employment History on Applications - Verifications?

Consensus employment history is not verified unless there is something suspicious

- Legal History on Application – "Certified" documents required?

Consensus certified documents not required; public information available; full copies submitted when required.

- Personnel Complaints – Hostile Work Environment; Sexual Harassment

  For small Boards with no HR department, what does an employee do in a perceived hostile work environment situation or sexual harassment situation (besides hiring private counsel)?

  Does the employee report it to a State agency? Does the employee report it to the EEOC?

  In the event of a lawsuit upon the Board and/or the employee harasser, is the Board's capital reserves used to defend it? Is a DAG assigned? Does the Board have to hire private counsel?

Emphasized need for personnel policies, identify when complaint goes to Board chair; Costs are responsibility of Board / employees can utilize EEOC; state HR; labor commission, ethic commission if they fall within their perview. Use of legal counsel at Board's discretion.

8. Future Discussion/Agenda Items/Meeting Date(s)

- Next Meeting – October 2024