

*Minutes have not yet been approved and are subject to revision at the next meeting.*

**STATE OF NEVADA  
SPEECH-LANGUAGE PATHOLOGY, AUDIOLOGY  
AND HEARING AID DISPENSING BOARD**

**MINUTES OF PUBLIC MEETING**

**July 20, 2018**

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Members Present: Tami Brancamp, Jane McEvoy, Thomas Rainford, Bonnie Lamping, Andrea Menicucci

Members Absent: Michael Hodes, Nihat Abdulla

Staff Present: Stacey Whittaker, Executive Assistant/Licensing Specialist  
Henna Rasul, Sr. Deputy Attorney General  
Paula Berkley, Lobbyist

Public Present: Jennifer Joy-Cornejo, MA, CCC-A/FAAA

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**Call to Order, Confirmation of Quorum** - Tami Brancamp, Vice Chair, called the meeting to order at 4:32 p.m. A roll call confirmed a quorum was present. Tami Brancamp announced that Loretta Ponton, Board Executive Director is absent due to a family emergency.

**Public Comment** - Jennifer Joy-Cornejo present. There were no public comments.

**New Board Member Orientation** – Tami Brancamp welcomed Andrea Menicucci, SLP to the Board. Andrea Menicucci provided the Board with an overview of her extensive background in Speech-Language Pathology and over seven years of prior board member experience. A one on one board member training will be scheduled with Loretta Ponton upon her return.

**Approval of Minutes** - Tami Brancamp asked if there were any corrections or revisions to the minutes of the meeting of April 20, 2018. Hearing no comments, called for a motion.

Jane McEvoy made a motion to approve the minutes of April 20, 2018. Bonnie Lamping seconded the motion. The motion passed with Andrea Menicucci recused.

**Election of Chair and Vice Chair** – Tami Brancamp called for Board Chair nominations. Bonnie Lamping nominated Tami Brancamp for the Board Chair position. Hearing no further comments, Tami Brancamp called for a motion.

Tom Rainford made a motion to elect Tami Brancamp as Board Chair. Jane McEvoy seconded the motion. The motion passed with Tami Brancamp recused.

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Tami Brancamp called for Vice-Chair nominations. Andrea Menicucci volunteered to serve as Vice-Chair. Tami Brancamp motioned to elect Andrea Menicucci as Vice-Chair. Tom Rainford seconded the motion. The motion passed with Andrea Menicucci recused.

**Board Banking Signatory and Financial Reviewer Appointments** – Stacey Whittaker stated that Rebecca Bailey-Torres was both an authorized signer on the Board’s bank accounts and was the reviewer of monthly financial documents. Rebecca’s term expired July 1, 2018.

Board Members discussed the role and responsibilities of an authorized signatory and financial reviewer.

Tami Brancamp motioned to remove Rebecca Bailey-Torres as both the authorized signer on the Board’s bank accounts and as the Board’s financial reviewer. Bonnie Lamping seconded the motion. The motion passed.

Jane McEvoy motioned to appoint Tami Brancamp as Board Banking Signatory. Bonnie Lamping seconded the motion. The motion passed with Tami Brancamp recused.

Tom Rainford motioned to appoint Andrea Menicucci as the Board Financial Reviewer. Tami Brancamp seconded the motion. The motion passed with Andrea Menicucci recused.

**Advisory Committee for the Fitting and Dispensing of Hearing Aids** - Stacey Whittaker reviewed Policy 02 and the composition of the Advisory Committee for the Fitting and Dispensing of Hearing Aids. The Advisory Committee will include a Dispensing Audiologist and a Hearing Aid Specialist who have been appointed to the Board. Up to three additional members may be appointed who hold a Standard License as a Dispensing Audiologist or Hearing Aid Specialist.

The Board received requests for appointment from the following individuals; Jennifer Joy-Cornejo, Dispensing Audiologist; Nanci Campbell, Dispensing Audiologist; and Melissa Maestas, Hearing Aid Specialist.

The Board reviewed the qualifications of each candidate. Tami Brancamp motioned to appoint Jennifer Joy-Cornejo, Nanci Campbell and Melissa Maestas to the Advisory Committee for the Fitting and Dispensing of Hearing Aids. Tom Rainford seconded the motion. The motion passed.

**Governor’s Executive Audit Committee-Audit Report** – Paula Berkley provided an overview of the Governor’s Executive Audit of Professional and Occupational Licensing Boards. The audit report was presented on June 14, 2018 to the Executive Audit Committee and focused on Executive Director compensation, legal representation, reserve funds and administrative audit requirements. The auditors also contend that Boards are subject to NRS 281.123 which limits salaries to 95% of the Governor’s salary. The unique situation of our Executive Director managing multiple boards was also addressed in the audit. A response to the audit findings and recommendations relating to the Speech-Language Pathology, Audiology and Hearing Aid Dispensing Board was submitted in consultation with the Board Chair.

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Paula Berkley noted that an Attorney General Opinion has been submitted to determine the applicability of NRS 281 to Boards and Commissions. A six-month follow up will be conducted by the Audit Committee which will include official Board responses.

The Board discussed the Audit and would like more time to review and digest the information before approving the Board's response to the Audit Report. Tami Brancamp tabled this item until the next Board meeting in October.

**Legislative Update** – Paula Berkley provided a Legislative update for the 2017-2018 Interim including the Sunset Subcommittee's review of 23 professional and occupational licensing boards. Some of the Sunset Subcommittee's concerns and findings included; a lack of uniform training of board members, a lack of transparency in board audits and balance sheets, a lack of structure in the budgeting process/need for established accountability, the recommendation for reserve fund policies and uniform fee structures, the use of outside legal counsel, and staffing inconsistencies among the boards.

The Sunset Subcommittee will be issuing a final report with recommendations to the Legislative Commission for consideration for the 2019 Legislative Session.

**Approval of Board Policies** – Stacey Whittaker stated that Policy 01 - Board Member Compensation has been revised pursuant to LCB File No. R016-17, which established the Advisory Committee on the Fitting and Dispensing of Hearing Aids. The revision clarifies that Advisory Members who are not members of the Board, serve without compensation as adopted in Regulation 016-17. Hearing no further comments, Tami Brancamp called for a motion.

Jane McEvoy made the motion, seconded by Andrea Menicucci to approve Policy 01- Board Compensation as revised. The motion passed.

Stacey Whittaker stated that Policy 03 – Dispensing Examinations & Scores has been revised to change the passing score for the ILE written dispensing examination from 75% to 71% pursuant to NRS622.090. This law requires that if an examination is used that is produced or administered by another organization; the passing score established by the organization must be utilized. Hearing no further comments, Tami Brancamp called for a motion.

Tom Rainford made the motion, seconded by Jane McEvoy to approve Policy 03 – Dispensing Examinations and Scores as revised. The motion passed.

**Executive Director's Report** - Tami Brancamp called on Stacey Whittaker.

Licensure Statistics – Stacey Whittaker reported on the licensure statistics for the period July 1, 2017 through June 30, 2018 reporting 1139 total licensees as of June 30, 2018; an increase of 65 licensees since the same period of the previous year. The Board has issued 211 new licenses, with 146 licenses expiring during the fiscal year.

Financial Statements – Stacey Whittaker summarized the Fiscal Year 2018 financial statements as of May 31, 2018. Revenue was at \$142,474.62, 99.7% of budget; with expenses at

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\$159,456.73 and 87.86% of budget. Revenue and expenses are within expected budget levels for the projected fiscal year to date.

Cash assets total \$166,136.08 with deferred revenue of \$51,879.08. Deferred Revenue is expected to increase due to June license renewals which will be realized in fiscal year 2019.

Hearing no further questions or comments, Tami Brancamp called for a motion.

Tom Rainford made the motion, seconded by Bonnie Lamping to approve the Executive Director Report as presented. The motion passed.

**Approval of Fiscal Year 2019 Budget; July 1, 2018 to June 30, 2019** – Stacey Whittaker summarized the Fiscal Year 2019 Budget that was developed based upon current licensee numbers, projected new licenses and license renewals. Expenses are based on historical data and include lobbyist expenses for the 2019 Legislative Session. Expenses are projected to exceed revenue by approximately \$5,493.00; the Board has sufficient cash reserves to cover any expenses in excess of revenue. Hearing no further questions or comments, Tami Brancamp called for a motion.

Andrea Menicucci made the motion, seconded by Jane McEvoy to approve the Fiscal Year 2019 Budget as presented. The motion passed.

**Report from Board Chair** – Tami Brancamp stated the next meeting is scheduled for Friday, October 19, 2018 by teleconference. There is an option to have the meeting on Saturday, October 20, 2018 In Person/Reno. The members concurred in keeping the October 19<sup>th</sup> meeting date and having the meeting by teleconference.

The preliminary meeting schedule for 2019 was presented. The members noted that April 19, 2019 is Good Friday and proposed April 26<sup>th</sup> as an alternative. The following schedule was agreed upon by consensus:

- January 19, 2019      Saturday, In Person Las Vegas
- April 26, 2019      Friday, Teleconference
- July 19, 2019      Friday, Teleconference
- October 19, 2019    Saturday, In Person Reno

Tami Brancamp stated future agenda items include Legislative Updates, New Policy on Reserve Funds, and Strategic Planning to include; Personnel, Legislative Services, National Regulatory Impact on Dispensing of Hearing Aids, and Board Educational Sessions/Training. Henna Rasul noted that the Attorney General's Office would be happy to provide onsite training for the Board on an as needed basis.

**Report from Legal Counsel** – Henna Rasul stated she has nothing further to report.

**Public Comment** – There were no public comments.

**Adjournment** – Tami Brancamp adjourned the meeting at 6:18 p.m.