

# STATE OF NEVADA BOARD OF OCCUPATIONAL THERAPY

## MINUTES OF PUBLIC MEETING

October 23, 2019

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Members Present: Elizabeth Straughan, Allison Stone, Sol Magpantay, Melissa Genovese, Mel Minarik

Members Absent: None

Staff Present: Loretta L. Ponton, Executive Director, Stacey Whittaker, Executive Assistant, Henna Rasul, Sr. Deputy Attorney General

Public Present: None

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Elizabeth Straughan, Chair, called the meeting to order at 4:30 p.m. A roll call confirmed a quorum was present.

**Public Comments** – There were no individuals from the public in attendance.

**Fiscal Year 2020 Budget Revision** - Elizabeth Straughan called upon Loretta Ponton to present.

Ms. Ponton reported that the move of the Administrative Office has incurred additional, unexpected costs associated with leasehold improvements that were not included in the lease negotiations by State Leasing Services. These costs are associated with flooring, window coverings and break area fixtures. The expenses will be cost-allocated between the three co-locating Boards and will total between \$8,800 and \$10,000.

The Board's net cost will be a maximum of approximately \$4,940 in addition to the \$2,500 originally budgeted for the office move. A proposed revision to the FY 2020 Budget in an amount of \$10,000 is requested to increase moving expenses and reflect the cost-allocation assessment for the moving costs in Revenue.

After review and discussion, Elizabeth Straughan called for a motion.

Allison Stone made the motion to approve the Fiscal Year 2020 Budget Revision increasing moving expenses by \$10,000 and revenue as presented. Sol Magpantay seconded the motion. The motion passed.

**Public Comment** - Elizabeth Straughan asked if there were any public comments.

Loretta Ponton commented that a Stipulation to Continue Hearing has been signed by both attorneys and the Hearing scheduled for November 2 and 3, 2019 will be cancelled and rescheduled for a future date. Ms. Ponton also commented that access to the Data Survey will end as of October 31<sup>st</sup> so that statistics can be compiled for the November meeting.

Mel Minarik commented that she will not be available for the November 23, 2019 Board meeting; Sol Magpantay commented she will not be available beginning December 23 for a month.

**Adjournment** – Elizabeth Straughan adjourned the meeting at 4:47 p.m.