

## **Supplemental Board Meeting Documents**

**August 15, 2020**

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### **Agenda Item No. 5: Denell Manthey - Request for Reinstatement**

- Letter to the Board
- Questions with Response by Ms. Manthey

### **Agenda Item No. 6: Legislative Report**

### **Agenda Item No. 9: Regulatory Workshop**

- Written Comments submitted by NOTA

### **Agenda Item No. 10: Executive Director's Report – Informational**

- Concept - Administrative Collaborative of Regulatory Boards
- Draft Board Administrative Collaborative & Co-Working Agreement
- Articles on Remote Working and existing Coworking Spaces Companies

The purpose would be two-fold:

1. To formally establish a collaborative relationship among regulatory Boards to take a pro-active approach to addressing concerns expressed by Legislators in the administration of Boards, and
2. To provide an option for alternative operational structures through use of remote operations and co-working arrangements utilizing the Board's available office space to support efficiencies in operations.

There are potentially up to 6 small Boards regulating less than 600 licensees with limited staffing that may be interested in the co-working operational structure which would eliminate the need for separate leased space for their administrative offices.

This information is being provided as a "Concept" which would require formal Board approval at a later date. Outreach to other regulatory Boards has not yet been conducted to see if there is any interest in this proposal.

8/12/2020

To Who It May Concern at the Nevada Board of Occupational Therapy:

At this time I am requesting that you please reinstate my Nevada Occupational Therapy license and waive a portion of the penalty fee of \$5000.00 payment for my mistake in paperwork/documentation for my profession and unknowingly practicing for the past two years without a valid State of Nevada Occupational Therapy License. During the past two years I truly believed I was practicing with a valid license and in no way intentionally practiced OT services without a valid license. It was not until I went to renew my OT license at the beginning of July, realizing at that time that I was past the expiration date, but within the 30 days, that I realized my current license was not valid and had never been renewed during the previous renewal cycle (2 years prior). In my 20 years of practice, I have never previously worked with an expired license in the state I have practiced in or National license and would never intentionally do this as I realize how important a license is to one's profession. I value my profession as an Occupational Therapist and understand the importance of maintaining a valid OT license.

At this time, personally and throughout America it is a "different time" with so many additional challenges and stresses in areas including but not limited to employment/unemployment, financial hardships, health and wellness and role challenges in both our professional and personal lives that have contributed to many additional stressors for many of us. With that being said the additional level of continual stress that this reinstatement request for my Nevada Occupational Therapy license has placed and weighed on me and my family during the past month has been indescribable and nothing that I would ever want myself, my family or anyone else to ever experience. I love my profession as an Occupational Therapist and cherish each and every child and family that I work with in my current setting. Over the past month I have not only continually stressed about my job/ability to continue to practice OT, but I have also stressed about the well-being of my family and extended family that rely on my income for support, if I am unable to continue working. In addition, my thoughts have been weighed down by the stress of thinking about the well-being of all of the children that I service and care about in addition to the other members of my school team that will be potentially impacted by my mistake in practicing without a valid NV license.

I ask that you please forgive me for my mistake and oversight of my NV license renewal that has led me to practice without a license for the past two years and take into consideration that I have already been mentally and emotionally penalized by my mistake over the past month. I ask that you please reinstate my Nevada OT license so that I can continue to work for the Douglas County School District this school year. I thank you in advance for this consideration and know that you will make the best decision for the continued good of myself, my clients and our profession as a whole. I appreciate your time in helping me to resolve this matter.

Thank you Kindly,  
Denell Manthey, OT

## Questions for Denell Manthey – License Reinstatement Request

Employment: Are you an independent contractor, contracted with an agency, or an employee of the Douglas County School District and able to participate in PERS? I am an employee of the Douglas County School District and able to participate in PERS.

Have you notified your employer your license has been expired since 2018? Yes

Do you also work privately outside the school district at other work locations? No

Who is your Douglas County supervisor or contact person? Jeannie Dwyer-Special Education Director

Do you provide a copy of your current OT license to an agency or school district? (whom?) Yes I have in the past. We got a new HR Director two years ago and it was not requested during the past two years. It was requested prior to that and provided to the district. I think it was an oversight on me as well as the district in not requesting current documentation.

Do you wear a school district photo ID badge containing your professional designation as OTR/L and sign into schools? When I am working during the school year I wear a badge that says Denell Manthey, Occupational Therapist on it. We do not currently sign into schools as schools typically know our schedule and days that we will be in/out during the regular school year. With the stay at home order in March we no longer entered schools. We will resume entering schools this school year with our district starting on a hybrid model.

Do you carry your OT license and NBCOT cards while working? I do not carry them on me, they are posted on wall in room I work in at school sites.

Are you working a typical school day or have an adjusted work schedule? I work a typical school day 8-4 during the school year when children are attending school. Over the summer I am off for July and resume back to work in August.

Do you work at multiple schools, and which schools do you serve? Yes I work at various schools in the district it changes each year dependent on caseload numbers at each school site and number of OT's employed. My caseload for the 20-21 school year has not been determined.

How many students are typically on your caseload? Approximately 35-50 students.

Do you have a list of students served in the past 2 years? I have my caseload from the previous year listed and could go back and create a list for the 19-20 school year.

Do you attend IEP meetings and sign IEP documents with your OTR/L signature? I did during the prior school year but have not attended any IEP meetings since May, 2020.

How many IEPs have you attended since your license expired? I cannot provide you with an exact number but am approximating about 70-80 meetings over the past two years.

Do you work with student groups, in classrooms, and individual sessions outside the classroom? Yes when I am working in the school setting seeing students I work in all of the above mentioned settings dependent on children's needs. This is typically during the months of August (3<sup>rd</sup> week) through beginning of June (when school ends).

Are you paid district funds to travel between school locations? No

Do you provide your own materials for interventions or does your employer? Both, The school has equipment that is utilized for services and I have my own materials that I supplement services with as well.

How do you document student interventions: paper notes; electronic notes; billing by a district agency? Do you bill for Medicaid students directly? Currently we utilize electronic notes on google documents. We do not currently bill for Medicaid students.

Do you create your own work schedule? Yes.

When are/were you scheduled to start work this school year? August 3, 2020 but I am not scheduled to start working directly with students until August 17, 2020. Currently I am using sick leave and am not working.

Do you participate in off campus community based outings or work settings? Are you responsible for transportation of these students? During the school year I do occasionally participate in off campus community outings with CLS classroom students if they go on fieldtrips and my schedule allows for it. It is dependent on caseload and schedule at time of fieldtrips. I do not transport any students.

Have you contacted NBCOT concerning your expired state of NV license? No, I have not done that and did not realize that I need to do that.

**Nevada State Board of Occupational Therapy**  
**Legislative Report**  
**August 15, 2020**

**Interim Committees**

Legislative Commission's Sunset Subcommittee

The subcommittee has had two meetings since the last board meeting in May. They are continuing their review of individual boards, committees, and commissions.

At the June 23<sup>rd</sup> meeting, the Terry Reynolds, Director of the Department of Business and Industry (B&I), gave an overview of his agency. B&I oversees 23 boards/commissions such as the Taxicab Authority, the Division of Insurance Commissioner's Committee on Health Care and Insurance and the Advisory Council on Mortgage Investments and Mortgage Lending. These boards/commissions can be [divided into three categories](#) as follows:

- *Independent Authority* (created by statute)
- *Division Authority* (under department authority with appointees selected by the division head)
- *B&I Appointed*

Mr. Reynolds pointed out that occupational licensing boards are most like the Independent Authority boards that deal with licensure issues and discipline. [B&I has reviewed and studied](#) the professional licensing board structure in two states: Colorado and Utah. Both states centralize the boards under their Department of Commerce or Business Regulation which provide the following functions to the boards:

- Central administration (fiscal and administrative support)
- Compliance investigations (single unit headed by a Chief of Investigations and compliance investigation teams)
- Internal controls (standardized)
- Legal representation (AG's office assigns a deputy AG to each board)
- Policy boards (subject matter experts and private citizens to develop policy for each board)
- Transparency and consumer protection (one website to locate regulations, disciplinary actions, how to file a complaint, board agendas/minutes etc.)

At the June 30<sup>th</sup> meeting, Sunset Subcommittee staff reviewed a document summarizing the responses from boards to a [special survey](#) on a number of topics including staffing, board training, use of hearing officers, online submission of licensing applications and many more. The Nevada State Board of Occupational Therapy provided responses that conformed in large part to the policies that were determined desirable by the Sunset Subcommittee. The board did submit that it maintained a reserve equal to two years of operating reserves, which is higher than some other boards. Please call that your executive director was requested to report to the Sunset Subcommittee in May regarding the board's reserve policy and how it was determined.

The next and final meeting of the Sunset Subcommittee is scheduled for August 31, at which time the subcommittee will review bill draft recommendations.

### Legislative Committee on Health Care

John Packham, PhD, Co-Director of the Nevada Workforce Research Center at UNR, provided an high level overview of workforce development issues. Among them is [incomplete data](#) from which policymakers can make decisions on how to improve health care access. The solution proposed is to statutorily require licensing boards to collect standardized information for licensees. These might include social and demographic characteristics, education and training, current practice employment and retirement plans. Currently 28 states collect this type of information.

The next and final meeting of the Legislative Committee on Health Care is scheduled for August 19, at which time the committee will review bill draft recommendations.

### **2020 Primary Election**

More than 490,000 ballots were cast in the primary election which represents about 29.5% of registered voters. This is one of the highest statewide primary voter turnouts in Nevada's history. Of the ballots cast, 10,799 were unable to be counted statewide mostly due to invalid signatures. This represents 2.2% of all votes cast.

The election was held primarily by mail in ballot, although about 7,800 opted to vote in person at a limited number of election polling sites. Final results were available nine days after the election, as interim reports were posted daily. Some highlights are noted below and spreadsheets showing the general election match ups are attached.

One incumbent lost his primary.

AD19 Chris Edwards (R)

Several races were decided in the primary as there are no opponents in the general election.

AD19 Annie Black (R)

AD20 David Orentlicher (D)

AD36 Greg Hafen (R) – Incumbent

AD38 Robin Titus (R) – Incumbent

SD7 Roberta Lange (D)

Two former legislators won their primaries.

AD4 Richard McArthur (R)

AD31 Jill Dickman (R)

Several very close registration races will be followed closely in the general election.

AD2 Radhika Kunnel (D) faces Heidi Kasama (R) with an R registration edge of only 1.75%  
This seat was held by a Republican, John Hambrick, who is terming out.

AD4 Incumbent Connie Munk (D) holds a slight registration edge of 1.00% over Richard McArthur (R) who represented this district during the 2009, 2011 and 2017 sessions.  
Assemblywoman Munk defeated McArthur in November 2018 by 120 votes.

SD15 Democrats now have a 1.12% registration edge in this district where incumbent Heidi Gansert (R) is facing Wendy Jauregui-Jackson (D).

The only “upside down” seat in the state is in the spotlight again.

AD31 Incumbent Skip Daly (R) has faced challenger Jill Dickman (R) several times in the past. In November 2014, Dickman prevailed by 1,890 votes over Daly. In November 2016, Daly beat incumbent Dickman by 38 votes. In November, incumbent Daly retained the seat by 1,105 votes over Dickman.

Pursuant to the passage of AB4 during the 32<sup>nd</sup> special session, mail in ballots will be send to all active registered voters in Nevada for the general election in November. There will also be a prescribed number of in-person polling sites.

### **31<sup>st</sup> Special Session**

Among the budget cuts, proposed at the beginning of the 31<sup>st</sup> special session to address the \$1.2 billion dollar funding shortfall, were to eliminate optional services provided by Medicaid. Among them were occupational therapy services. The legislature was able to identify the following revenue sources as follows to restore the optional service cuts including occupational therapy:

- \$47.6 million from the Highway Fund

- \$46.5 million in Medicaid carryover money (due to underutilization of services during the pandemic)

- \$25 million from higher education

- \$11 million to be generated from a tax amnesty program

- \$5.23 million from Gifted and Talented program

- \$2 million from Springs Preserve

- \$1.3 million from the settlement funds from the AG’s office.

**2021 Legislative Session  
Bill Draft Requests - NV State Board of Occupational Therapy**

**25 Senator Hardy**

Makes various changes relating to professional boards.

**30 Senator Pickard**

Makes various changes regarding legislative measures, including requiring a certain number of bills from each legislator to be given a hearing, requiring the Legislature's published list of bill draft requests (BDRs) to include only BDR summaries that provide a detailed description of the proposed changes in the BDR, providing that the BDR list may not identify the names of any legislators who requested a BDR, providing that each legislator may choose not to have his or her name printed on a bill for a certain period of time during a legislative session, and authorizing each legislator to request one BDR during a special legislative session.

**41 Assemblyman Wheeler**

Limits the duration of a state of emergency or declaration of disaster declared by the Governor.

**51 Senator Pickard**

Revises provisions relating to emergency management, including requiring a two-thirds vote of the Legislature to extend the Governor's declaration of emergency beyond 30 days and prohibiting agencies and regulatory boards from adopting restrictions which exceed the restrictions imposed by the Governor.

**52 Assemblywoman Benitez-Thompson**

**Joint Requester: Assemblywoman Miller**

Revises provisions governing contracts for certain public employment.

**60 Assemblywoman Benitez-Thompson**

Revises provisions governing the State Board of Nursing.

**151 Assemblyman Roberts**

Makes various changes relating to professional and occupational licensing.

**153 Senator Seevers Gansert**

Enacts provisions governing the interstate practice of physical therapy.

**159 Senator Dondero Loop**

Revises provisions relating to professional boards.

**186 Senator Hardy**

Revises provisions relating to professions.

**188 Senator Hardy**

Revises provisions relating to professions.

**216 Senator Harris**

Prohibits certain types of discrimination.

**218 Senator Harris**

Revises provisions relating to state employees.

**231 Assemblywoman Alexis Hansen**

Makes various changes relating to governmental administration.

**243 Division of Human Resource Management of the Department of Administration**

Enacts policy and creates investigation unit concerning sex- and gender-based harassment and discrimination against employees of the Executive Department of the State Government.

**245 Senator Scheible**

Revises provisions relating to governmental administration.



**247 Senator Scheible**

Revises provisions relating to state boards.

**257 Commission on Ethics**

Makes various changes relating to ethics in government.

**305 Division of Emergency Management of the Department of Public Safety**

Revises provisions governing the confidentiality of documents relating to public safety.



Shaina Meyer  
NOTA Legislative Chair  
2110 Madica Ave  
Las Vegas, NV 89123

August 5, 2020

NV Board of Occupational Therapy  
6170 Mae Ann Ave  
Suite 1  
Reno, NV 89523

Dear members of the state of Nevada Board of Occupational Therapy,

I am writing on behalf of NOTA representing OT and COTA practitioners in the state of Nevada. We would like to present some questions, concerns, and give feedback regarding the proposed changes to NAC 640A to be held August 15<sup>th</sup>.

**Regarding NAC 640A.068 Inactive licensing; continuing education; renewal; conversion of inactive license to standard license. (NRS 640A.110, 640A.180)**

- Proposed changes seem reasonable

**Regarding NAC 640A.160 Fees**

- The changes related to fees are not completely clear.
  - o Unclear if the license of everyone who notifies the Board they are retiring automatically has their license made inactive or not.
  - o A retired individual who does hold an inactive license and wants to convert it to standard, must pay \$125, whereas a retired individual who has a standard license that they want to renew only pays \$50. Recommend informing licensees who want to retire and make their license inactive that it is more expensive to convert it back to a standard license than keeping it active and renewing it.

**Regarding NAC 640A.250 Occupational therapy assistant or provisional licensee: Practice under general supervision of occupational therapist. (NRS 640A.110, 640A.230)**

- Proposed changes seem reasonable.
- **1. (2.) III. Conversation, in person or by telephone;** Recommendation: this seems like a good time to consider adding a virtual component, i.e. video conferencing

- **3. An occupational therapy assistant or provisional licensee may assist an occupational therapist in:** Recommendation to reword: “an occupational therapy assistant or provisional licensee may assist in the occupational therapy process OR collaborate with an occupational therapy by:”

**Regarding NAC 640A.255 Occupational therapy assistant or provisional licensee: Review and approval of supervisory logs *supervisory documentation* by primary supervisor; general supervision by treating occupational therapist. (NRS 640A.110)**

- Proposed changes seem reasonable

**Regarding proposed new regulation on business ownership by a COTA**

- Recommend defining terms
  - o Consider replacing “administrative” with “non-clinical” as administrative can easily be confused with other duties depending on the site.
  - o *(e) shall avoid dual relationships*
    - Feedback from a member: “this could be taken to mean that no supervisor or supervisee should ever own a business - is it supposed to mean as in a familial relationship? It feels as though it would have a major impact on any small clinic setting.”
    - “Dual-relationships are not inherently unethical. Recommend clarifying that dual or multiple relationships should be avoided if the dual/multiple relationships could reasonably be expected to impair the psychologist's objectivity, competence, or effectiveness in performing his or her functions as an occupational therapist, or otherwise risks exploitation or harm to the person with whom the professional relationship exists.”  
(<https://www.apa.org/monitor/jan04/ethics>)
- Consider how specific the board wants to be for COTAs and their role in management role
  - o Do you want them to be able to hire their own supervisor or prefer to avoid that altogether?
- Concern: *(f) Shall use credentials or job titles commensurate with their roles when engaged as business owners, administrators, directors and occupational therapy practitioners*
  - o This is unclear. If an OTA is a business owner and is acting as a business owner, then ‘commensurate with roles’ implies you don’t have to use licensed credentials. But this gets into regulating business, not OT. How much does the board want to get into enforcing ‘disclosure of licensed credentials?’
- AOTA has a document in regards to OTA as managers:  
<https://www.aota.org/~media/Corporate/Files/Practice/Ethics/Advisory/Ethical-Considerations-for-Occupational-Therapy-Assistants-in-Management-Roles.pdf>
- Concern: *(g) shall ensure a written plan of supervision is in place for clinical services performed by an occupational therapy assistant when the occupational therapy assistant is*
  - o Feedback from a member: “Seems like it could stand without the 1, 2, 3...shouldn't this be the case in all businesses providing OT services? Having a written plan in place for clinical supervision seems like good business methods

regardless of the rest of the parameters, but the next piece of plan for supervision sounds necessary”

- Concern: ***2. An occupational therapy assistant shall not make clinical decisions that would conflict with or overrule those of an occupational therapist in the provision of client services, including but not limited to documentation of services and billing:***
  - o Feedback from a member: “this regulation change looks like an OT could make business decisions that override that of the OTA owner/manager. Example: OT thinks a different EMR system would work better.”

Thank you for reviewing our concerns, questions, and recommendations.

Sincerely,

Shaina Meyer  
NOTA Legislative Chair  
[shaywankum@gmail.com](mailto:shaywankum@gmail.com)  
314-276-2317

# State of Nevada Board of Occupational Therapy

P.O. Box 34779, Reno, Nevada 89533-4779  
Phone (775) 746-4101 / Fax (775) 746-4105

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## *Board Administrative Collaborative*

**Preface** State of Nevada regulatory Boards (Boards) are funded solely from the fees received from the professions they regulate. The Boards are exempt from the State Budget Act (NRS 353.005) and receive no funding from the State General Fund.

The Boards oversee various occupations and professions and are charged with the protection of the public health, safety and welfare of the citizens in Nevada. The Boards provide the public and practitioners a means by which they can pursue administrative legal recourse, in cases of questionable actions or practice.

The Boards independently conduct business in accordance with legislative, state and internal directives. They are charged with compliance with existing and new legislative mandates, state administrative requirements and establishing internal management systems. Small Boards face challenges due to limited funding and staff resources.

The Boards are governed by additional laws and legislation outside the specific professions' NRS sections; and must adhere to those requirements in conducting their business and operations. A partial listing of applicable laws include but is not limited to the following:

Title 17 State Legislative Department – NRS 218G Legislative Audits;

Title 18 State Executive Department - NRS 232A Appointments by the Governor to Public Bodies, NRS 232B Legislative Review of Public Agencies, NRS 233B Nevada Administrative Procedures Act

Title 19 Miscellaneous Matters Relating to Government and Public Affairs - NRS 241 Meetings of State and Local Agencies (Open Meeting Law)

Title 23 Public Officers - NRS 281 General Provisions, NRS 281A Ethics in Government; NRS 282 Official Bonds and Oaths and NRS 283 Resignations, Vacancies and Removals

Title 54 Professions, Occupations and Business - NRS 622 General Provisions, NRS 622A Administrative Procedures and NRS 629 Healing Arts

In addition to State laws, the Board has the responsibility to adhere to specific requirements contained in the State of Nevada Administrative Manual (SAM).

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**Whereas**, the Governor issued a Declaration of Emergency related to the COVID-19 Pandemic and Directives which limits physical access, personal contacts and operations of State agencies, Boards and Commissions; and

**Whereas, Boards** and Board operations have been impacted by the state of emergency and have been operating by remote access and alternative methods to ensure the public's health and safety; and

**Whereas**, it has been determined the use of remote methods of operation is a feasible alternative to full-time physical on-site administration of **Boards'** duties and responsibilities; and

**Whereas, Boards** have varying levels of experienced executive staff who would benefit from opportunities for collaboration with experienced resources in administration of professional and occupational regulatory Boards; and

**Board Administrative Collaborative**

**Whereas**, collaboration efforts may include but not be limited to:

- Consultation with experienced personnel working with professional and occupational regulatory Boards;
- Joint training opportunities for Board members and staff;
- Consulting on administrative requirements, and reporting of Board activities;
- Sharing of best practices and processes, procedures and administrative manuals;
- Reviewing current and proposed legislation pertaining to professional and occupational regulatory Boards;
- Any other matter deemed pertinent to the Boards.

**Whereas**, the independent leasing of physical office space may not be necessary nor cost effective to perform Board functions when alternative and/or remote methods of operation are available; and

**Whereas**, the Board of Occupational Therapy has office space and resources available to support a collaboration among Boards as provided herein; and

**Whereas**, the Board of Occupational Therapy offers the following supplemental options under a Co-Working Agreement, Exhibit A, with reasonable and cost effective terms:

- An administrative office location as the Boards' primary physical location for compliance with NRS 281.110;
- Conference Room space and resources for on-site and/or remote meetings and board functions; and
- Co-working office space for staff.

**Whereas**, it has been determined that it is in the best interests of the Boards and the public to enter into this Board Administrative Collaborative in order to provide a cost effective and efficient means to enhance collaborative efforts and establish a structured means by which Boards may increase adherence with legislative requirements and strengthen Board administrative and oversight functions.

**There is hereby established** the "**Board Administrative Collaborative**" comprised of the Executive Directors or designated personnel of each participating Board who shall be authorized to represent their respective Boards' interests as participating Boards.

Participation in the Board Administrative Collaborative may be terminated by any of the parties, at any time upon 90 days written notice.

**Now therefore in consideration thereof**, the Board Administrative Collaborative shall become effective upon approval by the parties as evidenced by signature below.

Board of Occupational Therapy

**Board**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Dated

**Board Administrative Collaborative**

**State of Nevada**  
**Board of Occupational Therapy**

P.O. Box 34779, Reno, Nevada 89533-4779  
Phone (775) 746-4101 / Fax (775) 746-4105

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**Exhibit A**  
**Board Co-Working Agreement**

**Preface** State of Nevada regulatory Boards are funded solely from the fees received from the professions they regulate and receive no funding from the State general fund. Small Boards may not have sufficient funding to maintain and lease administrative offices or staff those offices pursuant to NRS281.110. (NRS 281.110 State offices to maintain minimum 40-hour workweeks; variable schedules for workweek; posting of days and hours of operation.)

**Whereas**, it has been determined the use of remote methods of operation is a feasible alternative to full-time physical on-site administration of Boards' duties and responsibilities; and

**Whereas**, the Board of Occupational Therapy has an established administrative office located at 6170 Mae Anne Ave, Suite 1, Reno, Nevada 89523; and

**Whereas**, the Board of Occupational Therapy has co-working space and general office resources available; and

**Whereas**, it has been determined that it is in the best interests of the **(Board)** and the public to enter into a Co-Working Agreement with the Board of Occupational Therapy

**Now Therefore**, pursuant to the authority of NRS 640A.100, the Board of Occupational Therapy and the **(Board)** do hereby enter into this Board Co-Working Agreement as follows:

**Compensation**

The **(Board)** will pay a fixed fee established annually. The fixed fee will be based upon actual lease costs and general operating expenses. The fixed fee will be established based upon each participating **Board's** physical staff occupancy needs, as may be adjusted from time to time. The fixed fees shall reasonably reflect the actual costs incurred by the Board of Occupational Therapy.

**The minimum fixed fee will be \$ 650.00 annually.**

**Personnel**

Nothing in this Agreement shall limit or restrict the authority of any Board to hire an Executive Director and other personnel, establish compensation or benefits, or delegate duties and responsibilities to such. All direct personnel costs and benefits shall be the responsibility of the respective Boards.

**Scope of Agreement**

Nothing in this Agreement shall limit or restrict the authority vested to any Board in the performance of their duties and functions as stated in the Boards' laws, Nevada Revised Statutes (NRS), and regulations, Nevada Administrative Code (NAC).

## **Co-Working Terms and Conditions**

### **The Board of Occupational Therapy will provide:**

- a. Physical Administrative Office location;
- b. Public access location for licensees, applicants and members of the public;
- c. Furnished co-working/office space, when required;
- d. Scheduling of office occupancy and conference room access;
- e. Teleconference and video/TV equipment, as needed;
- f. Internet Service and wireless network access;
- g. General operating supplies;
- h. Access to office copier/fax/scanner;
- i. Postage meter, postage usage to be reimbursed by participating Board
- j. Limited filing cabinets and/or file space.

### **The (Board) will provide:**

- a. Laptop and/or portable computer equipment to transact business;
- b. Office 365 or comparable program for email and remote access to Board documents;
- c. Board specific direct services and supplies;
- d. Off-site records storage of paper files and documents;
- e. Coordination of on-site staffing days and hours with the OT Board;
- f. Back-up staff for office coverage, if requested by the OT Board.

## **Board of Occupational Therapy Lease Agreement**

Any subsequent renewal of the lease agreement by the Board of Occupational Therapy, or relocation of the Board of Occupational Therapy administrative offices shall not affect the terms of this agreement, unless agreed to by both parties and upon 90 days written notice of intent to revise this Agreement.

## **Renewal & Termination of Agreement**

This Agreement shall automatically renew, effective on July 1<sup>st</sup> of each fiscal year, unless terminated in writing pursuant to this section.

This Agreement may be terminated by either party at any time upon 90 days written notice. If termination of the Agreement is effective prior to the end of a fiscal year, the fixed fee cost for that fiscal year will be pro-rated.

**Now therefore in consideration thereof**, this agreement shall become effective upon approval as evidenced by signature below.

Board of Occupational Therapy

**Board**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Dated

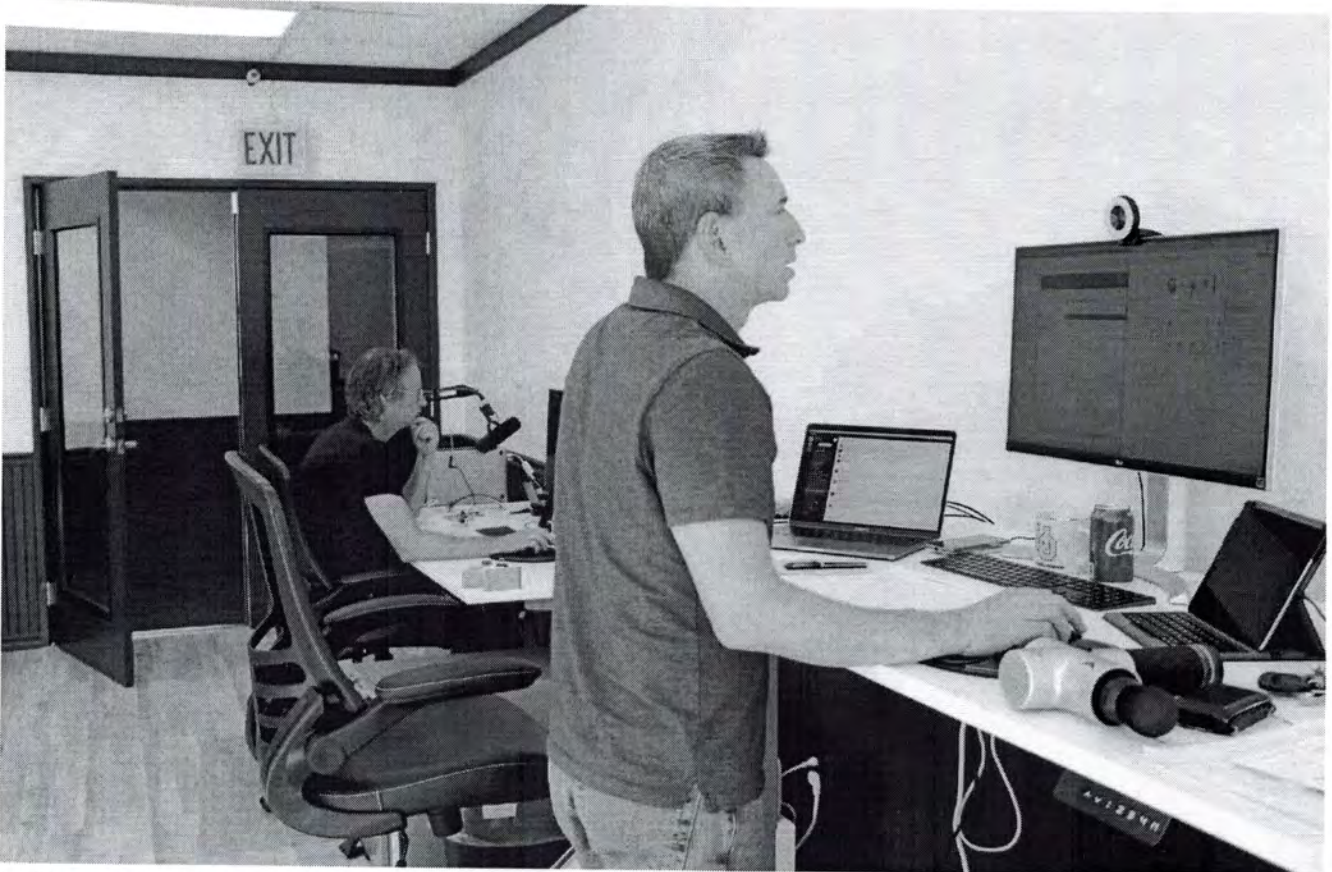


# Coworking spaces see uptick in inquiries as pandemic keeps entrepreneurs, startups stuck at home

News | 1d ago



Kaleb Roedel  
kroedel@nevadanewsgroup.com



Jay Ridgeway, right, and Stuart McLeod, of computer software company Karbon, work inside their shared private office inside Reno Hive, which has 11,000 square feet of space.

Photo: Kaleb M. Roedel

**EDITOR'S NOTE:** This story has been updated to correctly report that the Reno Collective currently has 90 members. The original version erroneously reported the collective had 19 members; the correct number is in fact 90. The NNBW apologizes for the error.

**T**abitha Schneider gets a lot of calls with the same sentiment.

"What I've been hearing is, 'I need to get out of my house. I can't work from my house any longer,'" says Schneider, cofounder of Reno Hive, a coworking space occupying the second floor of downtown Reno's Arlington Towers. "We are seeing an uptick of people that want space because people are sick of working at their house."

It's a Wednesday afternoon and Schneider is seated inside the social distance-friendly, 11,000-square-foot coworking space overlooking the Truckee River.

Some Hive members are tucked away in their private office on a video call; others chat in the community space; all appear to be in a state of workday bliss.

With the coronavirus pandemic driving many professionals out of offices and into their homes, Schneider expects to see more and more people trade their kitchen table for a coworking space.



During the COVID shutdown this spring in Nevada, which closed coworking spaces for more than two months, some people have likely discovered home is not the most conducive environment for getting work accomplished.

Jay Ridgeway is one these people. Ridgeway, channel sales manager for Karbon, a Bay Area-based computer software company with an office inside the Hive, lives in Reno and shares a spacious office with Stuart McLeod, the company's CEO.

"Home is home — you can only do so much," Ridgeway shrugs. "It's a fine line of being a parent and then being a productive business owner or employee. I love my wife and I love my daughter, but you need to get away."

McLeod agrees as he jokes about napping in their office sleeping bag, splashed with sunlight, or zonking out in Reno Hive's meditation pod.



Fred Turnier, left, and Tabitha Schneider stand inside Reno Hive, a coworking space they cofounded back in October. In the last couple months, Reno Hive is seeing an uptick of inquiries from people working from home amid the pandemic, Schneider said.

*Photo: Kaleb M. Roedel*

"We have a 2-year-old and it's hard to work from home," says McLeod, who lives in Incline Village. "And I hate (office) leases. They're terrible. Imagine having a lease for three years during COVID? You'd just be spewing money."

#### 'LIKE A GYM MEMBERSHIP'

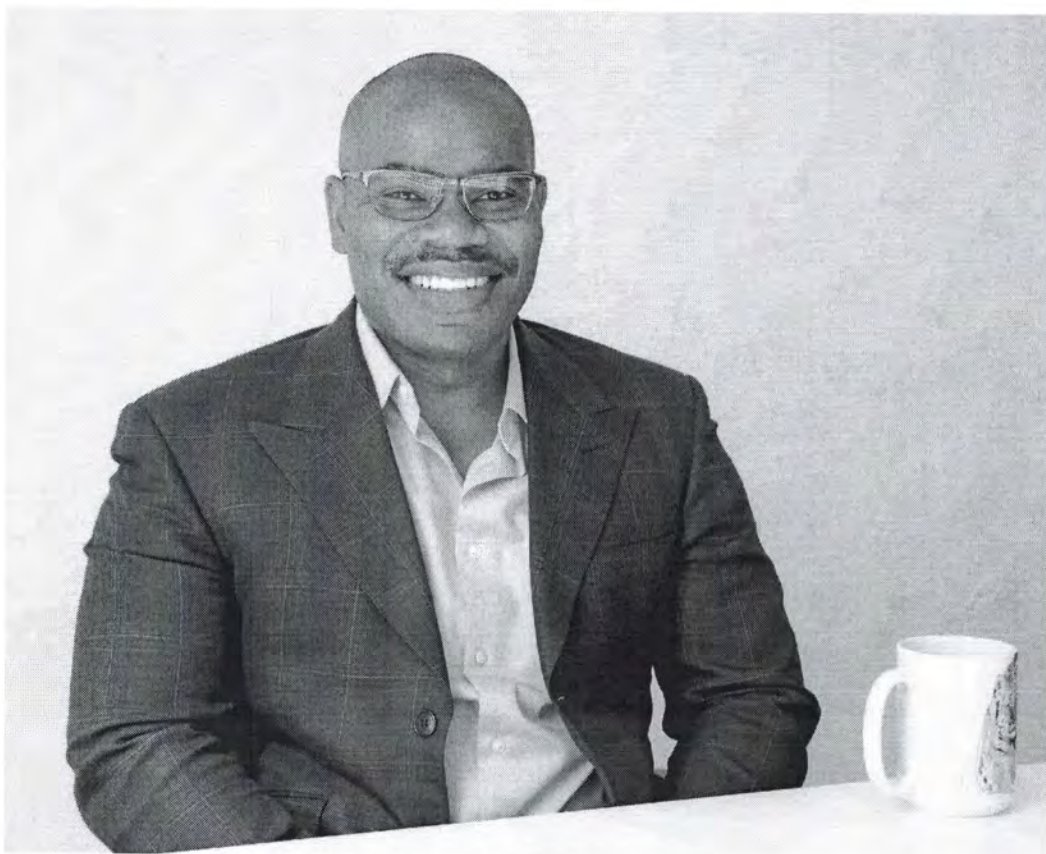
To that end, Schneider and Reno Hive co-founder Fred Turnier feel the COVID-19 crisis is going to make a lot of companies rethink "spending between \$5,000 to \$10,000 a month on office spaces with five-to-10-year leases."

"We're that flexible place for people to go to," Turnier said. "Think of it more as a gym membership — based on the membership you purchase, those are the amenities you get. I think the flexibility has really helped businesses, from the entrepreneur to the established businesses."

Added Schneider: "I think coworking is the way of the future for office space, I really do."

To cater to even more remote workers, Reno Hive is planning to roll out a new \$50 membership for people to use the space five times a month from 9 a.m. to 5 p.m. She said that lower level of access could be beneficial to teachers who need to do Zoom calls, for example, or people who need to take a proctored exam.

Schneider and Turnier also pointed to the collaboration and creativity that coworking spaces can evoke — one of the primary reasons Jon James, founder and managing partner of Ignited Results, has an office at the Hive.



Jon James sits inside his private office inside Reno Hive, located in downtown Reno's Arlington Towers. James says the collaboration of the coworking space is one of the biggest benefits.

*Photo: Kaleb M. Roedel*

"The thought I always carry about this place is people actually do collaborate," James said with a smile. "If that happens at coworking spaces more, it's good for everyone's business."

Business-wise for Reno Hive, prior to the pandemic, the coworking space was doubling its revenue each month since opening in October 2019, Schneider said. After initially losing a handful of memberships due to pandemic impacts, the coworking space is steadily filling its expansive space back up.

"We're probably back at about 75% of where we were at financially before COVID hit," said Schneider, noting Reno Hive is still accepting new members. "When the (case) numbers start to creep up like they are, I'm worried that the calls are going to start slacking off again."

"But, so far, that has not been the case."

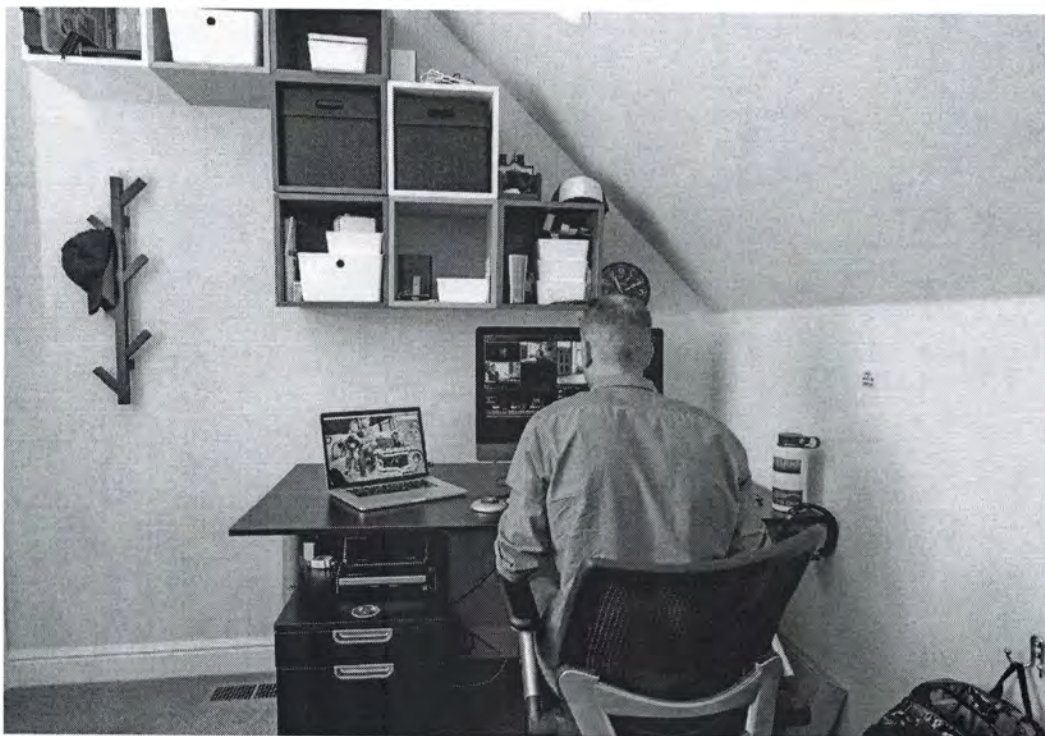
#### SWITCHING IT UP

Reno Collective, a coworking space set in a Victorian-style building in Reno's midtown, is fielding its share of calls, as well, says Rachel Kingham, community manager.

However, because of the COVID crisis, the 6,000-square-foot space is not giving tours or accepting any new memberships — at least for now.

"We're keeping a list of everyone," said Kingham, noting Reno Collective currently has 90 members, with about 10 coming in on a regular basis. "Right now, we're just not ready yet to open the door. We're not marketing for new memberships."





A member of the Reno Collective sits at a workspace. Due to the pandemic, the longtime coworking space is not accepting any new members right now.  
*Courtesy Photo: Reno Collective*

“We have an established community that we want to keep safe.”

With that in mind, Reno Collective also decided to limit its hours to reduce contact and increase time for cleaning and disinfecting. The coworking space went from allowing access to members all day, every day to standard business hours: 8 a.m.-5 p.m., Monday-Friday.

“That 24/7 (access) was just not something that we were going to be able to handle,” Kingham explained, “as far as cleaning and disinfecting surfaces and monitoring who’s coming and going.”

To make up for limited hours, Reno Collective has adjusted services and resources it offers members, including an increase in online programming and workshops, as well as opportunities for member communications and collaboration, Kingham said.

Like many businesses during the shutdown this spring, Reno Collective also took the opportunity to tackle some planned remodeling.

“We got rid of some hallways and opened them up to be larger spaces,” Kingham said. “That’s to our benefit now because we have more spacing for social distancing. The people who are working in the open plan areas, they feel better about it.”

Though Reno Collective offered its members to “pay what they could” amid COVID, Kingham said most members have maintained their regular monthly payments. All the while, a handful of members have left due to job loss or relocations, she added.

#### AGE OF ADAPTING

Meanwhile, the University of Nevada, Reno Innovation Center, home to many tech startups and entrepreneurs, has experienced about a 20% drop in membership since the pandemic swept in, Grace Chou said in an email to the NNBW.



The UNR Innovation Center's coworking space has its desks arranged in pods, with each pod allotted for one working individual to allow for social distancing.  
*Courtesy Photo: UNR Innovation Center*

Chou said the center — a 25,000-square-foot building in downtown Reno — had its capacity for coworking and meeting rooms reduced after rearranging its workspaces and offices to accommodate social distancing.

To adapt, Chou said the Innovation Center is moving more of its member services online, including a series of virtual speaker forums, enabling the center to cast a wide net for speakers and participants.

"The online forum has created the opportunity of being able to invite both speakers and attendees from outside the Reno area," she added.

Another opportunity, Chou said, is that members are using the center's conference facility, where its audio/visual equipment and big screen provide a "much more professional experience" for large virtual events.

Chou said the Innovation Center is still accepting new members, and inquiries have picked up in the last month.

She doesn't see that changing.

"Companies are offering remote work opportunities across many of their divisions," Chou said. "I think this trend will continue during pandemic recovery and into the future as companies look to reduce office density and prepare for future disruptions.

"Not all remote employees want to work from home forever. Coworking spaces provide not only office spaces for remote workers but a sense of community."



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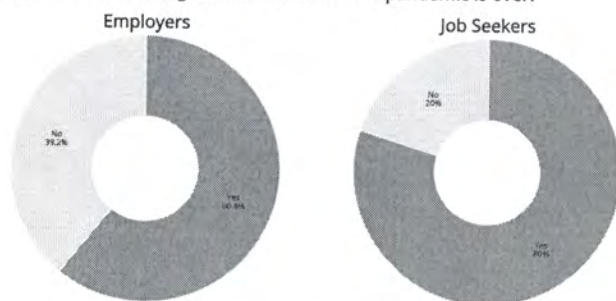


## Employers and Job Seekers Agree: Remote Work Is Here to Stay

The ZipRecruiter work-from-home survey highlights broad acceptance of remote work as the new normal

Employers and job seekers broadly agree: the remote work experiment of 2020 has been a success. If it were put to a vote, continuing remote work after the pandemic would win a large majority of employers and a super-majority of job seekers.

Do you favor continuing remote work after the pandemic is over?



Source: ZipRecruiter, Inc. survey of 4,167 job seekers conducted between June 23 and June 26, 2020

ZipRecruiter

Both sides of the labor market largely view remote work positively, with older job seekers and women most likely to favor working from home now and in the future.

The findings come from a new survey of more than 4,000 job seekers and 150 employers by leading online employment marketplace ZipRecruiter.

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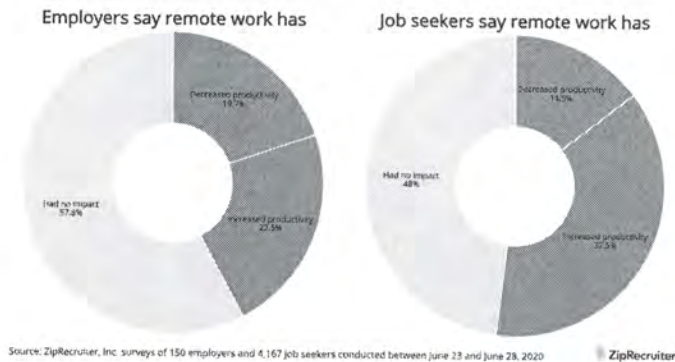
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# Highlights of the 2020 survey

## 1. Remote work has productivity benefits

80% of employers and 85% of job seekers described remote work as either enhancing or having no impact on their productivity. Employers were slightly more likely to say they saw productivity gains than losses, whereas job seekers were more than twice as likely to say they experienced gains.



## 2. Remote work saves workers and employers money

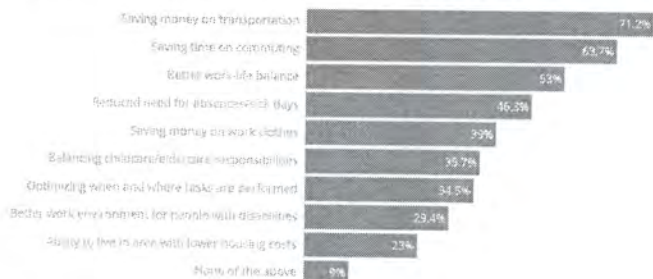
Around the world, executives are exploring remote work as a way to cut business costs.

30% of employers surveyed by ZipRecruiter identified reduced real estate and overhead costs as important benefits to their organizations.

But the results of the survey suggest that the cost savings associated with remote work may be even more important to workers.

Large shares of job seekers identified saving money (71%) and time (64%) that would be spent commuting or saving money on work clothing (39%) as important benefits. 23% of job seekers said an important benefit of remote work was that it would allow them to live in areas with lower housing costs.

### Important benefits of remote work, according to job seekers



### Important benefits of remote work, according to employers



## 3. Remote work boosts morale, mental health, and retention

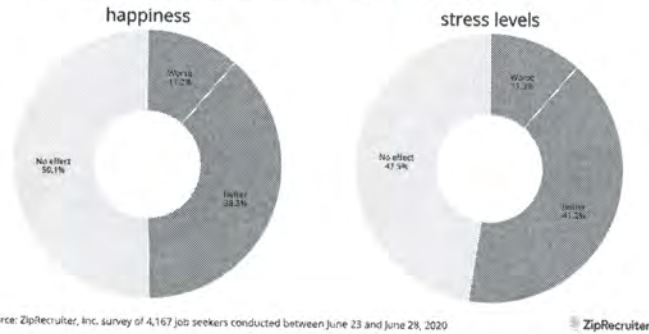
Social isolation, loneliness and difficulty staying motivated have received considerable attention in the media as potential downsides of remote work. But

only relatively small shares of job seekers identified loneliness (10%) or staying motivated (8%) as their biggest remote-work challenges.

When asked how remote work affected their happiness, more than three times as many said it had made them happier (38%) rather than sadder (11%), and almost four times as many said it had made them less stressed (41%) rather than more stressed (11%).

Employers also saw better retention (32%) and reduced employee absences (40%) as important benefits of remote work.

How job seekers say working from home has affected their...

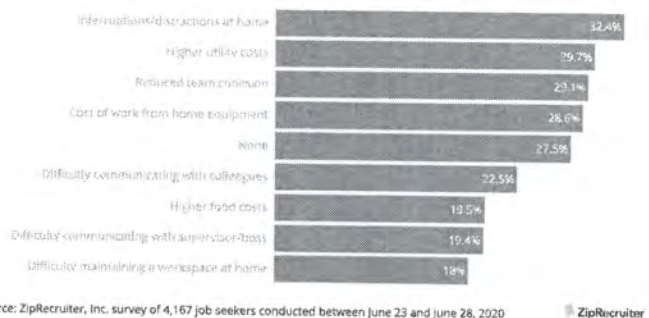


#### 4. Relatively few employers and workers perceive downsides

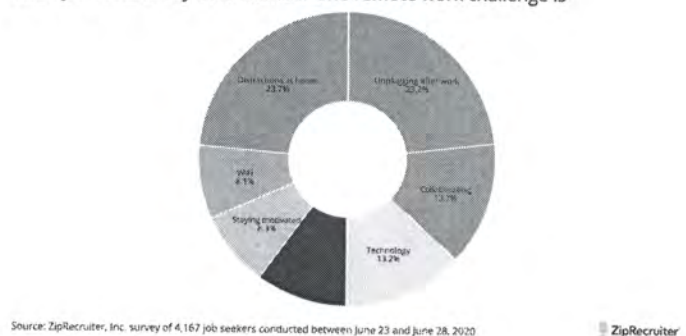
There's no such thing as a free lunch. But remote work might be as close as it gets—at least, in the short term. Only one-in-three employers worries about potential loss of innovation and collaboration, and only one-in-three job seekers worries about interruptions from children and other family members. Other potential drawbacks were of concern to even fewer respondents.

That said, half of respondents would prefer splitting the week between home and office over working full-time in one or the other, if they had the choice.

Important downsides of remote work, according to job seekers

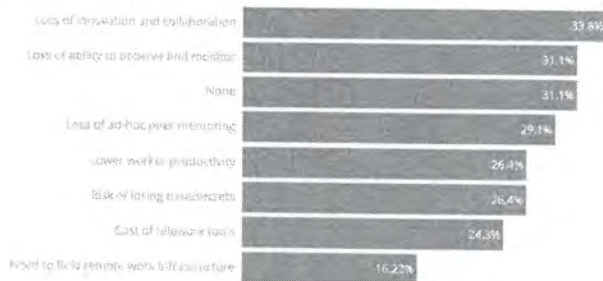


What job seekers say their number-one remote work challenge is





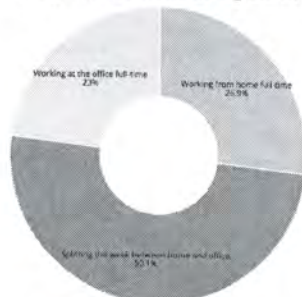
### Important downsides of remote work, according to employers



Source: ZipRecruiter, Inc. survey of 4,167 job seekers conducted between June 23 and June 28, 2020

ZipRecruiter

### What job seekers say their preferred work arrangement would be



Source: ZipRecruiter, Inc. survey of 4,167 job seekers conducted between June 23 and June 28, 2020

ZipRecruiter

## 5. Remote work could cause larger changes over the long term

About half of workers are concerned about the possibility that remote work could weaken the bonds between employers and employees in the long run. The technologies that support remote work also support distributed work—a model in which the physical locations of workers and employers do not matter and workers can be located anywhere around the globe.

Could greater physical distance lead to more tenuous employment relationships? Or will new remote work technologies evolve and become as good as, or better than, physical office spaces at fostering connection?

Roughly one-in-two workers are concerned that if companies expand their reliance on remote work, they might replace salaried full-time staff with contractors, favor those who do come to the office in promotions, or outsource work to places with cheaper housing costs and lower wages.

In the long run, some workers fear that if they work remotely, they could be replaced by someone...



Source: ZipRecruiter, Inc. survey of 4,167 job seekers conducted between June 23 and June 28, 2020

ZipRecruiter

### Methodology

ZipRecruiter surveyed 4,167 active job seekers and 150 active employers in the United States between June 23 and June 29, 2020. Active users are defined as logged in, registered users who visited ZipRecruiter's job marketplace during that time period.

38% of the employers surveyed have 10 or fewer employees, 45% have between 10 and 250 employees, and 18% have 250 or more employees. The sample of employers spanned every major industry. 14% of the job seekers surveyed were from Generation Z, 38% were Millennials, 34% were from Generation X, and 14% were Baby Boomers. (Totals may not add up to one due to rounding.)

Related Topics: Employer, Work from Home, Job Seeker, COVID-19



### Written by Julia Pollak

Julia Pollak is a labor economist at ZipRecruiter. She provides insights and analysis on current labor market trends and the future of work.

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## Is remote work here to stay after the pandemic ends?

Julia Pollak  
ZipRecruiter.com

Employers and job seekers broadly agree: The remote work experiment of 2020 has been a success.

Both sides of the labor market largely view remote work positively, with older job seekers and women most likely to favor working from home now and in the future.

The findings come from a survey June 23 and 29 of more than 4,000 job seekers and 150 employers by online employment marketplace ZipRecruiter. Here are some highlights:

### 1. Productivity benefits

About 80% of employers and 85% of job seekers described remote work as either enhancing or having no impact on their productivity.

Employers were slightly more likely to say they saw productivity gains than losses, whereas job seekers were more than twice as likely to say they experienced gains.

### 2. Money savings

Around the world, executives are exploring remote work as a way to cut business costs: 30% of employers surveyed by ZipRecruiter identified reduced real estate and overhead costs as important benefits to their organizations.

But the results of the survey suggest that the cost savings associated with remote work may be even more important to workers.

Large shares of job seekers identified saving money (71%) and time (64%) that would be spent commuting or saving money on work clothing (39%) as



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important benefits. 23% of job seekers said an important benefit of remote work was that it would allow them to live in areas with lower housing costs.

### 3. Boost to morale, mental health, retention

Social isolation, loneliness and difficulty staying motivated have received

considerable attention in the media as potential downsides of remote work. But only relatively small shares of job seekers identified loneliness (10%) or staying motivated (8%) as their biggest remote-work challenges.

When asked how remote work affected their happiness, more than three times as many said it had made them happier (38%) rather than sadder (11%), and almost four times as many said it had made them less stressed (41%) rather than more stressed (11%). Employers also saw better retention (32%) and reduced employee absences (40%) as important benefits of remote work.

### 4. Relatively few perceived downsides

Only 1 in 3 employers worries about potential loss of innovation and collaboration, and 1 in 3 job seekers worries about interruptions from children and other family members. Other potential drawbacks were of concern to even fewer respondents.

That said, half of respondents would prefer splitting the week between home and office over working full-time in one or the other, if they had the choice.

### 5. Larger changes over long term

However, about half of workers are concerned about the possibility that remote work could weaken the bonds between employers and employees in the long run. And roughly 1 in 2 workers is concerned that if companies expand their reliance on remote work, they might replace salaried full-time staff with contractors, favor those who do come to the office in promotions, or outsource work to places with cheaper housing costs and lower wages.

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