

STATE OF NEVADA



BOARD OF OCCUPATIONAL THERAPY

NOTICE OF PUBLIC MEETING

January 29, 2022- 10:00 a.m.

Board of Occupational Therapy
Administrative Office
6170 Mae Anne Ave. Suite 1
Reno, NV 89523
Zoom Access

<https://us06web.zoom.us/j/87655467817?pwd=RVNXT1BuVjBud3hnM3QvR25CZFBpQT09>

Meeting ID: **876 5546 7817**
Passcode: **469272**

Telephone Audio Only: (253) 215-8782

MEETING AGENDA

The State of Nevada Board of Occupational Therapy may: (a) address agenda items out of sequence, (b) combine agenda items, and (c) pull or remove items from the agenda at any time. The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. (NRS 241.020, NRS 241.030) Action by the Board on an item may be to approve, deny, amend, or table.

1. Call to Order, Confirmation of Quorum
2. Public comment

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)

3. Election of Board Chair pursuant to NRS 640A.090 (for possible action)
4. Disciplinary Hearing – Continuation (for possible action)

Complaint Case No. C22-01 Shacindra Sloan, OTA License No. OTA-2554

Possible closed session for the Board to consider the character, alleged misconduct, professional competence or physical or mental health of a person (NRS 241.030)

5. Approval of the Minutes of Board Meetings (for possible action)
 - November 6, 2021
 - December 11, 2021

6. Legislative Interim Report – Belz & Case Government Affairs (informational)
 - Interim Committee on Commerce and Labor
7. Approval of FY 22 Budget Augmentation - Investment Funds Transfer (for possible action)
 - Contract for Legislative Services – Belz & Case Government Services
8. Executive Director’s Report (for possible action)
 - Financial Report – FY 2022, 2nd Quarter Ending December 31, 2021
 - Administrative Collaborative Activities
9. Report from Deputy Attorney General (informational)
10. Board Activities & Reports from Members (for possible action)
 - Appointment of Vice Chair and Financial Reviewer
 - Recognition of Member Service – Sol Magpantay
 - 2022 Board Meeting & Hearing Schedules
 - Future Agenda Items
11. Public Comment

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)

12. Adjournment (for possible action)

Public comment is welcomed by the Board. Public comment will be limited to five minutes per person and comments based on viewpoint will not be restricted. Public comment will be available prior to action items on the agenda and on any matter not specifically included on the agenda as the last item on the agenda. At the discretion of the Chairperson, additional public comment may be heard when that item is reached. The Chairperson may allow additional time to be given a speaker as time allows and in his/her sole discretion. (NRS 241.020, NRS 241.030)

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. (NRS 233B.126)

Notice: Persons with disabilities who require special accommodations or assistance at the meeting should contact the Board office at (775) 746-4101; or fax (775) 746-4105 no later than 48 hours prior to the meeting. Requests for special accommodations made after this time frame cannot be guaranteed.

This meeting has been posted on the Board of Occupational Therapy website www.nvot.org and the State of Nevada Public Notice Website at www.nv.gov

This agenda has been sent to all members of the State of Nevada Board of Occupational Therapy and other interested persons who have requested an agenda from the Board. Persons who wish to continue to receive an agenda and notice must request so in writing on an annual basis.

Supporting materials relating to this public meeting of the Board of Occupational Therapy are available on the Board website www.nvot.org or by contacting the Board office at (775) 746-4101 or email board@nvot.org

State of Nevada
Board of Occupational Therapy

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AGENDA ITEM 3: Election of Chair

Pursuant to NRS 640A.090, The Board of Occupational Therapy is to elect a Chair at their first regular meeting of each year. The Vice Chair assumes the duties of the Chair in the absence of the Chair. The Vice Chair will assume the Chair position for the balance of the term/year, if for any reason the Chair is unable to continue in the position, such as long-term illness or resignation from the Board.

The Chair and Vice Chair are voting members of the Board.

Duties of the Chair

The Chair presides over all public meetings of the Board, calling meetings to order, leading and conducting the meeting.

The Chair:

- Decides if a quorum is present before the meeting is opened;
- Leads the Board members into discussion and attempts to have all sides presented;
- Sets the ground rules for time allocation, discussion limits, time of adjournment and keeps focus on the agenda;
- Determines the agenda topic order at the start of the meeting and ensures motions are properly voted upon.
- Conducts hearings and may be called upon to make evidentiary rulings pursuant to legal obligations.

Requirements of a Good Chair

- Knowledgeable of basic parliamentary procedures
- Leadership ability
- Ability to get along with people while remaining firm and orderly
- Ability to handle critical and controversial issues
- Maintains control of his/her emotions and convictions
- Impartial, exercising common sense and good judgment
- Ability to control ill will or negative thoughts about others in public.

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DISCIPLINARY HEARING - CONTINUANCE

Formal Disciplinary Hearing in the Matter of:

Complaint Case C22-01 Shacindra Sloan, OTA License Number OTA-2554

Henna Rasul, Sr. Deputy Attorney General will be prosecuting the case
Rosalie Bordelove, Chief Deputy Attorney General will be representing the Board

Questions on the process during the Hearing should be directed to Rosalie Bordelove who will advise.

The Board will be discussing and deliberating on evidence and testimony received at the Hearing on December 11, 2021 relating to alleged violations as outlined in the Notice of Complaint; and will make a determination on disciplinary actions, if any. No additional evidence or testimony will be accepted.

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Attachments

HEARING EXHIBITS
SUPPLEMENTAL EXHIBIT BY MS. SLOAN
HEARING TRANSCRIPT – DECEMBER 11, 2021

State of Nevada
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AGENDA ITEM 5: Approval of the Minutes

The minutes of the following meetings of the State Board of Occupational Therapy are presented for approval.

- November 6, 2021
- December 11, 2021 Hearing



STATE OF NEVADA BOARD OF OCCUPATIONAL THERAPY

MINUTES PUBLIC HEARING & BOARD MEETING

November 6, 2021

Members Present: Elizabeth Straughan, Phil Seitz, Sol Magpantay
Members Absent: Allison Stone, Mel Minarik
Staff Present: Loretta L. Ponton, Executive Director
Stacey Whittaker, Licensing Coordinator
Henna Rasul, Sr. Deputy Attorney General, Board Counsel
Public Present: Jeanette Belz, Belz & Case Government Services; Karen Picus, OT; Joyce Mosely, OT; Rachel Martin, OT; Connie Christiansen; Niki Neilon; Mary Dynis, OTA; Cindy Sloan, OTA

PUBLIC HEARING – LCB File R001-21

Loretta Ponton, Executive Director opened the public hearing at 10:15 a.m.

Ms. Ponton explained the purpose of the Public Hearing and summarized each section of the proposed regulation with public comments accepted after each section. Ms. Ponton noted two corrections in the Erratum to the Regulation which are not substantial, and the Legislative Counsel Bureau will incorporate the corrections into the Adopted Regulation, upon approval by the Board.

There were no public comments on the regulation.

Loretta Ponton closed the Public Hearing at 10:22 a.m.

BOARD MEETING

Call to Order, Confirmation of Quorum

Chair Straughan, called the Board meeting to order at 10:22 a.m. A roll call confirmed a quorum was present.

Public Comments – Chair Straughan opened public comments. There were no comments.

Approval of the Minutes - Chair Straughan asked if there were any corrections, revisions, or other discussion of the minutes of the August 21, 2021, board meeting.

No revisions were noted. Ms. Straughan called for a motion.

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

Sol Magpantay made the motion, seconded by Phil Seitz, to approve the minutes of the Board meeting of August 21, 2021. The motion passed.

Consideration of Public Comments on LCB File R001-21 – There were no comments to consider.

Adoption of Regulation – LCB File R001-21 – Chair Straughan asked if there were any comments or concerns from Board members on the proposed regulation. Phil Seitz stated the regulation changes are necessary; Sol Magpantay agreed with the proposed regulation.

Chair Straughan called for a motion.

Sol Magpantay made the motion to adopt LCB File R001-21 and erratum as presented. Phil Seitz seconded the motion. The motion passed.

Public Workshop – Chair Straughan directed Ms. Ponton to facilitate the public workshop.

Ms. Ponton opened the public workshop.

Ms. Ponton reviewed each section of the proposed regulation revising NAC 640A:

- NAC640A.030 paragraph 10 – removes reference to “standard” license and provides that any license renewal application will not be accepted after 30 days. This change will allow late renewal of a temporary or provisional license in addition to a standard license.

Current regulation establishes a late renewal period for a standard license only and does not provide for a late renewal period for a temporary or provisional license.

NRS 640A.180 (3.) provides authority to establish by regulation the late renewal of any license.

“3. The Board may adopt regulations providing for the late renewal of a license”

- NAC 640A.065 paragraph 2 – removes the requirement that a provisional licensee must obtain 640 hours of supervision practice if they were previously certified but have not practiced occupational therapy for 5 years prior to issuance of the provisional license.

This provision was added by R210-07, effective September 18, 2008. Since adoption, there has been only one (1) individual who met the criteria requiring 640 hours of supervision who opted to apply for a new license after reinstating their NBCOT. This provision is not deemed necessary.

- NAC 640A.070 and NAC 640A.090 – removes the requirement to submit a form and/or narrative statement in addition to documentation of completion of continuing education activities.

Improvements to on-line renewals and audits of continuing education are sufficient to ensure CE activities are related to the provision of OT practice. Justification is requested at the time of the CE audit, if a course/activity is questionable.

There were no public comments.

Loretta Ponton closed the Public Workshop at 10:31 a.m.

Consideration of Proposed Regulation – Chair Straughan called for discussion on the proposed regulation.

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There were no objections to the proposed revisions to NAC 640A as presented; Chair Straughan commented the revisions clean up the provisions on continuing education put in place when there were not a lot of available providers of CE's; and the 640-hour provision is obsolete in today's practice environment.

Sol Magpantay made the motion, seconded by Phil Seitz to approve the language as presented for submittal to the Legislative Counsel Bureau for formal drafting. The motion carried.

Phil Seitz requested clarification on treating OT reassignment being documented in the client record as referenced in LCB File R001-21. Ms. Ponton responded she would provide clarification on the process after the meeting.

Audit Services Proposals – Chair Straughan directed Ms. Ponton to facilitate.

Loretta Ponton explained pursuant to NRS 218.825, the Board is required to have an independent audit of the financial statements either annually or biennial. The Board approved and adopted a biennial audit period on May 30, 2009.

A Solicitation for Audit Services was issued August 30, 2021, for the Biennial Audit of the Board Financial Statements for period Fiscal Years 2021 / 2022 with option to renewal for Fiscal Years 2023 / 2024.

Two proposals were received:

- Christiansen Accounting Network
- Casey Neilon

Chair Straughan remarked the Neilon proposal is more extensive and provides more information on the firm. Phil Seitz asked what the price difference is for the audit services.

Ms. Ponton stated Christiansen proposed \$9,600 per audit; Neilon proposed \$9,000 for the first audit and \$9,500 for the second.

Ms. Ponton stated both firms are professionally qualified and have to adhere to the same audit standards. Christiansen has previously worked on the Board's audit while employed with another firm.

Phil Seitz asked if audit firms have a national rating process like stocks/bonds. Ms. Ponton responded they must hold Nevada licenses, adhere to strict guidelines for auditing and undergo peer reviews. Both firms meet all requirements.

Sol Magpantay stated she favors Christiansen Accounting Network as they have had experience with the Board audits previously.

Liz Straughan called for a motion.

Sol Magpantay made the motion, seconded by Phil Seitz to approve Christiansen Accounting Network to conduct the biennial audit. The motion carried.

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Revised Operating Policies and Procedures – Chair Straughan asked Loretta Ponton to facilitate.

Ms. Ponton presented revisions to the operating policies and procedures explaining sections have been updated to reflect new and improved internal operating processes. The Board financial system has been enhanced by moving from a manual system of financial controls to the QuickBooks On-Line platform which allows continual review, processing, and real-time reporting for Board finances.

A new section has been added to delineate the Internal Control structure of the Board documenting the segregation of financial responsibilities of staff and the Board. Also added are Administrative Collaborative Resources, Reporting Guidelines and Record Retention Summary.

Chair Straughan commented the document is very thorough; Phil Seitz remarked it is great to have real-time information. Sol Magpantay agreed with the changes.

Chair Straughan called for a motion.

Phil Seitz made the motion, seconded by Sol Magpantay to approve the revised operating policies and procedures. The motion carried.

Executive Director's Report - Loretta Ponton reported on licensure statistics through September 30, 2021, with comparisons to prior year and current fiscal year by quarter. Ms. Ponton reported licensing numbers have increased 5% from the previous year; current licensees total 1642.

FY 2021 Financial Statements: Ms. Ponton summarized the 1st Quarter Financial Statements reporting licensing revenue is at 22.62% of budget with new application fees exceeding budget. Expenses are 25.09% of budget. Net operating income/loss for the 1st Quarter is (\$2,678.53), 23.40% of budget.

Balance sheet cash on September 30, 2021, is \$693,789.43 with deferred revenue of \$186,940.24. The investment account has \$522,795 invested in CD's.

Activities: Ms. Ponton reported on the activities and meetings of the Administrative Collaborative. Discussions included AB 253 revised posting requirements for public meetings; COVID office protocols and remote work impacts on operations, communications and staffing; and State Administrative Manual changes requiring formal contracts for licensing data systems.

Ms. Ponton reported she and Stacey Whittaker participated in an online seminar hosted by the Counsel of State Governments on the OT and SLP Compact efforts; the Board of Applied Behavior Analysis officially moved into the office mid-September; and licensees are being notified of the requirement to take the Nevada Jurisprudence Exam.

Deferred Renewal Fee Status: Ms. Ponton stated two (2) OTA licensees have not paid the deferred renewal fees. The OTA's license records have been flagged which will not allow them to renew on-line.

Complaints: Ms. Ponton reported two (2) open complaint cases in the investigative process.

Phil Seitz asked if the OTA's have been notified of the fees. Ms. Ponton responded they have been notified by email and sent written notices; their employers have been contacted with one reporting the OTA was no longer employed and the other refusing to verify employment. Ms. Ponton stated it is possible the OTAs

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are no longer in the State. Outreach will be continued during the on-going state of emergency, the disciplinary action process has not been pursued.

Phil Seitz inquired about the jurisprudence exam requirements. Ms. Ponton responded that by regulation adopted in 2018, all new applicants must take the NV Jurisprudence Exam and all current licensees must take the exam at least one-time every 5 years; the deadline is May 2023. The exam is free, is open-book, on-line and requires a 100% passing score.

Sol Magpantay stated continuing education is allowed for the jurisprudence exam. Ms. Ponton responded licensee are credited for two (2) hours of CE. The jurisprudence exam content is updated every time a new regulation is passed.

Chair Straughan called for a motion to approve the Executive Director's report and 1st Quarter financial statements.

Sol Magpantay made the motion, seconded by Phil Seitz to approve the Executive Director's report and financial statements for 1st Quarter, FY 2022. The motion carried.

Executive Director Performance Review – Chair Straughan stated she has received the written evaluation form from Allison Stone with a total score of 35, the maximum, for the record. Members were asked to verbally provide their individual total scores on the performance evaluation: Sol Magpantay scored 35, Phil Seitz scored 35 stating Loretta is doing a stellar job; Chair Straughan scored 35. Chair Straughan added that Loretta continues to be the best ED in the State as evidenced by the administrative collaborative.

Chair Straughan noted all members scored the Executive Director at the maximum points. Chair Straughan called for discussion on the proposed compensation increase stating she is in favor as proposed. Phil Seitz stated he was in favor.

Sol Magpantay asked if the compensation level relates to the number of licensees, i.e., like the Medical Board, whether it should be commensurate with Board size?

Loretta Ponton explained Board administrative requirements for all Boards are similar and not based upon the number of licensees. The Governor's Audit Committee report provided salary guidelines, all larger Boards are at the top of the recommended range and receive full State benefits with retirement and medical insurance.

Sol Magpantay asked if the Board can support the salary; with the pandemic practitioners are not receiving increases and facing furloughs. Ms. Magpantay stated she is not questioning the job performance.

Ms. Ponton responded the Board continues to have over \$500,000 in reserves; the licensing fees were reduced to lower reserve funds beginning in 2019; licensing numbers were stagnant last year; however, numbers are increasing this year. There is sufficient revenue to support the salary increase for the near future.

Ms. Ponton added that the salary reflects longevity with the Board of over 15 years and salary should equate to the level of experience and job performance; the next Executive Director salary would be lower.

Phil Seitz stated Loretta is doing a fantastic job and has been saving the Board money for years; cost analysis outweighs the salary.

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Chair Straughan stated that approving the proposed compensation request is appropriate and necessary; a new person will not have the experience.

Chair Straughan stated a motion would be appropriate to approve the performance evaluation, and compensation package as proposed to increase compensation retroactive to July 1, 2021, increase in salary for next fiscal year and change to the rate of payment for unused personal time off upon separation.

Phil Seitz made the motion, seconded by Sol Magpantay, to approve the compensation package as proposed. The motion carried.

Phil Seitz made the motion, seconded by Sol Magpantay, to approve the performance evaluation scores. The motion carried.

Report from Sr. Deputy Attorney General – Henna Rasul stated she had nothing to report.

Report from Board Chair and Members – Chair Straughan stated the report on the FARB Conference will be tabled. Chair Straughan reviewed the meeting schedule for 2022; adding a special meeting for a disciplinary hearing is scheduled for December 11, 2021.

Phil Seitz asked if the disciplinary hearing has to do with an occupational therapist who has been in the news in Las Vegas. Ms. Ponton responded she is aware of the incident and is doing due diligence.

Chair Straughan asked if there were any future agenda items to be discussed.

Ms. Ponton stated the Board may wish to review the NRS law and NAC regulations in more detail in relation to the changes made by AOTA to the definition of Occupational Therapy, the Code of Ethics and Ethics Standards and the Standards of Practice. The Board has adopted the AOTA Code of Ethics and Standards of Practice by regulation. The definition of Occupational Therapy would be an NRS law change requiring Legislative approval.

Sol Magpantay stated all AOTA members received the 4th Edition of the AOTA Standards of Practice for comments prior to adoption.

Phil Seitz inquired on the status of a Board member replacement for Sol Magpantay's position. Ms. Ponton reported on the email solicitation sent to eligible licensees; applicants will apply directly to the Governor's Office.

Sol Magpantay stated she will continue to serve until a replacement is appointed to ensure a quorum of the Board.

Chair Straughan asked if there were any other future agenda items. There were none.

Public Comment – Chair Straughan asked for public comments. There were no public comments.

Adjournment – Chair Straughan adjourned the meeting at 11:32 a.m.



STATE OF NEVADA BOARD OF OCCUPATIONAL THERAPY

SUMMARY MINUTES PUBLIC BOARD MEETING

December 11, 2021

Members Present: Elizabeth Straughan, Phil Seitz, Sol Magpantay, Allison Stone, Mel Minarik
Members Absent: None
Staff Present: Loretta L. Ponton, Executive Director
Stacey Whittaker, Licensing Coordinator
Henna Rasul, Sr. Deputy Attorney General
Sophia Long, Sr. Deputy Attorney General
Public Present: Cindy Sloan, OTA; Danny Aldis, Carly Aldis, Madysen Wier, Wendy Knorr

The full transcript of the meeting is attached and is incorporated herein by reference.

Call to Order, Confirmation of Quorum

Chair Straughan, called the Board meeting to order at 10:01 a.m. A roll call confirmed a quorum was present.

Public Comments – Chair Straughan opened public comments. There were no comments.

Chair Straughan stated Ms. Sloan was not yet present. Allowing additional time for Ms. Sloan to join the meeting, Chair Straughan moved to agenda item 4. Report from Legal Counsel.

Report from Legal Counsel – Henna Rasul reported a Summary Suspension of License was issued by the Board Chair pursuant to NRS 622B.127(3) on November 23, 2021; a Hearing on the matter is required within 45 days which will be the first week of January, 2022.

Disciplinary Hearing in Case No. C22-01, Shacindra Sloan, OTA, License No. OTA-2544

Henna Rasul, Sr. Deputy Attorney General, Prosecutor presented the State's case, calling witnesses and providing recommendations for disciplinary action. Ms. Shacindra Sloan represented herself, cross examined the State's witnesses and did not call any additional witnesses on her behalf.

Chair Straughan accepted additional Exhibits previously provided by Mr. Danny Aldis which were not included in the Case Exhibits and accepted text message exhibits from Ms. Sloan.

After discussion of time constraints, Chair Straughan continued the Hearing for Board deliberations and determination on Case C22-01 to January 29, 2022. Ms Sloan agreed to the continuation of the Hearing and Waived notice.

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

Public Comment – Chair Straughan asked for public comments. There were no public comments.

Adjournment – Chair Straughan adjourned the meeting at 1:50 p.m.

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AGENDA ITEM 6: Legislative Interim Report
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Lea Case of Belz & Case Government Affairs will be presenting a report on Legislative activities including Interim Committee meetings and 2022 Election activities.

Attachment

Written Legislative Report

Government Affairs Report - As of January 20, 2022 – Submitted by Belz & Case Government Affairs

Interim Activity

AB443 (2021) created a new structure for interim committees which mirrors the committees that meet during legislative session. The hope is that this framework provides continuity for legislators, staff, and stakeholders from the interim to the legislative session.

Commerce and Labor

This committee, chaired by Assemblywoman Jauregui, was allocated 6 meetings. The first meeting focused on an overview of workers compensation issues including the need for some clarity regarding to covid-19 related disability. Future presentations will include occupational licensing, as requested by several committee members. In the healthcare realm, the committee hopes to address any barriers that may contribute to the workforce shortage in Nevada. True reciprocity, reducing licensing costs, reduction in training hours, apprenticeships, and an umbrella oversight board were all mentioned as possible next steps.

Government Affairs

At their first meeting the committee heard an update on the implementation of [SB222](#) (2021) which requires a diversity and inclusion liaison at all state agencies including boards to collaborate with minority groups. The Office of Minority Health and Equity, in partnership with the Office of New Americans, is working on outreach efforts to agencies to educate on the need for this liaison and to collect data required for the report outlined in the bill.

Health and Human Services

The first meeting of this committee will be held on January 20th. This agenda includes a review of the Board's regulation R001-21, which was adopted by the Legislative Commission on December 21, 2021. A verbal report on items of interest will be given to the board at the January 29th meeting.

Sunset Subcommittee of the Legislative Commission

Though not a session legislative committee, the sunset subcommittee is charged with reviewing state boards and commissions to determine if any changes need to be made. Occupational licensing often appears as an issue at these meetings. The first meeting is scheduled for January 26. A verbal report on items of interest will be given to the board at the January 29th meeting.

Interagency Council on Veteran's Affairs

Under new business at their meeting in early December, this committee was provided a presentation about Occupational Licensing by the Governor's Office of Workforce Innovation's director Isla Young. Barriers to licensing by dislocated workers, transitioning service members and veterans were discussed. Recommendations included reviewing cost of licensure, a comparative analysis of education and experience requirements, reciprocity, compacts and others. Terry Reynolds, Director of the Department of Business and Industry, mentioned that he was going to present his proposal for an umbrella board oversight structure at a meeting on the interim Committee on Commerce and Labor mentioned above.

2022 Elections

Redistricting was accomplished in a special session in November 2021 so the new district lines have been established. To date, there are five races in the Senate which will not have an incumbent running. In the Assembly, 13 seats lack an incumbent in the race. That is nearly 30% of the 63 legislators and we anticipate that there will be more. For example, Speaker Jason Frierson is in the process of being approved to the post of US Attorney for Nevada. There will also be a significant turnover in leadership in addition to the potential departure of Speaker Frierson with Republican Senate Minority Leader and Democratic Majority Leader Teresa Benitez Thompson both termed out and Republican Assembly Minority Leader Robin Titus running for a seat in the Senate.

Filing for office for the legislature occurs between March 7- 18. The primary will be held on June 14, with early voting from May 28 - June 10. The general election is November 8 with early voting lasting from October 22 - November 4. All registered voters will receive mail ballots unless they opt-out.

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AGENDA ITEM 7: FY 22 Budget Augmentation

Due to the continued need for current information on potential Legislation and activities pertaining to Professional and Occupational Licensing Boards, it is requested the Board approve a new contract with Belz & Case Government Affairs.

The potential for a Board Consolidation bill in the 2023 Legislative Session remains of concern; the Director of the Department of Business and Industry, Terry Reynolds, during a presentation to the Council on Veteran's Affairs indicated he is preparing a bill request regarding independent Boards, i.e. consolidation under his department.

The FY 2022 Budget is requested to be augmented to fund the new contract by transferring \$50,000 in cash held in the Investment Account to the Board's operating account. The contract term would be two (2) years through December 2023.

Fiscal Impact:	FY 2022 Budget	\$ 12,000	thru June 30, 2022
	FY 2023 Budget	\$ 24,000	July 2022 thru June 30, 2023
	FY 2024 Budget	\$ 12,000	July 2023 thru Dec 31, 2023

CETS #:	
Solicitation #:	

**CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR
FOR LESS THAN \$50,000**

A Contract Between the State of Nevada
Acting by and Through its

Agency Name:	State of Nevada, Board of Occupational Therapy
Address:	6170 Mae Anne Ave., Suite 1
City, State, Zip Code:	Reno, NV 89523
Contact:	Loretta Ponton
Phone:	775-746-4101
Fax:	775-746-4105
Email:	board@nvot.org

Contractor Name:	J. K. Belz & Associates, Inc. dba Belz & Case Government Affairs
Address:	10580 N. McCarran Blvd, Suite 115-222
City, State, Zip Code:	Reno, NV 89503
Contact:	Jeanette Belz
Phone:	775-329-0119
Fax:	775-329-6448
Email:	jb@jkbels.com

WHEREAS, NRS 333.700 authorizes officers, departments, institutions, boards, commissions, and other agencies in the Executive Branch of the State Government which derive their support from public money in whole or in part to engage services of persons as independent contractors; and

WHEREAS, it is deemed that the service of Contractor is both necessary and in the best interests of the State of Nevada.

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in **Section 7, Contract Termination**. Contracts requiring approval of the Nevada Board of Examiners or the Clerk of the Board are not effective until such approval has occurred, however, after such approval, the effective date will be the date noted below.

Effective from:	Upon Approval	To:	December 31, 2023
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2. **NOTICE.** All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (a) by delivery in person; (b) by a nationally recognized next day courier service, return receipt requested; or (c) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or email to the address(es) such party has specified in writing.

CETS #:	
Solicitation #:	

3. **SCOPE OF WORK.** The Scope of Work is described below, which is incorporated herein by reference:

DESCRIPTION OF SCOPE OF WORK:
Legislative Services will include assisting the Board with monitoring legislative initiatives related to professional and occupational licensing Boards in Nevada; attending and/or representing the Board's interests in interim committee meetings; analyzing proposed bill draft requests; tracking legislation applicable to Boards, conducting outreach activities with stakeholders, legislators, state agencies, professional licensing boards and organizations and other activities deemed appropriate by the Board.

An Attachment must be limited to the Scope of Work to be performed by Contractor. Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

4. **CONSIDERATION.** The parties agree that Contractor will provide the services specified in *Section 3, Scope of Work* at a cost as noted below:

\$ 2,000.00	per	Month
Total Contract or installments payable at:	Monthly upon invoice for services provided	
Total Contract Not to Exceed:	\$ 48,000.00	

The State does not agree to reimburse Contractor for expenses unless otherwise specified in the Scope of Work or incorporated Attachments (if any). Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

5. **BILLING SUBMISSION: TIMELINESS.** The parties agree that timeliness of billing is of the essence to the Contract and recognize that the State is on a Fiscal Year. All billings for dates of service prior to July 1 must be submitted to the State no later than the first Friday in August of the same calendar year. A billing submitted after the first Friday in August, which forces the State to process the billing as a stale claim pursuant to NRS 353.097, will subject Contractor to an administrative fee not to exceed one hundred dollars (\$100.00). The parties hereby agree this is a reasonable estimate of the additional costs to the State of processing the billing as a stale claim and that this amount will be deducted from the stale claim payment due to Contractor.
6. **INSPECTION & AUDIT.** Contractor agrees to keep and maintain under generally accepted accounting principles (GAAP) and as required by State and federal law, complete and accurate records as are necessary to fully disclose to the State or United States Government, sufficient information to determine compliance with all State and federal regulations and statutes, and compliance with the terms of this contract, and agrees that such documents will be made available for inspection upon reasonable notice from authorized representatives of the State or Federal Government.
7. **CONTRACT TERMINATION.**
- A. Termination Without Cause. Regardless of any terms to the contrary, this Contract may be terminated upon written notice by mutual consent of both parties. The State unilaterally may terminate this contract without cause by giving not less than thirty (30) days' notice in the manner specified in *Section 2, Notice*. If this Contract is unilaterally terminated by the State, Contractor shall use its best efforts to minimize cost to the State and Contractor will not be paid for any cost that Contractor could have avoided.
- B. State Termination for Non-Appropriation. The continuation of this Contract beyond the current biennium is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the State Legislature and/or federal sources. The State may terminate this Contract, and Contractor waives any and all claims(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the Contracting Agency's funding from State and/or federal sources is not appropriated or is withdrawn, limited, or impaired.

CETS #:	
Solicitation #:	

C. Termination with Cause for Breach. A breach may be declared with or without termination. A notice of breach and termination shall specify the date of termination of the Contract, which shall not be sooner than the expiration of the Time to Correct, if applicable, allowed under **Subsection 7D**. This Contract may be terminated by either party upon written notice of breach to the other party on the following grounds:

- 1) If Contractor fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or services called for by this Contract within the time requirements specified in this Contract or within any granted extension of those time requirements; or
- 2) If any state, county, city, or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Contract is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or
- 3) If Contractor becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the Bankruptcy Court; or
- 4) If the State materially breaches any material duty under this Contract and any such breach impairs Contractor's ability to perform; or
- 5) If it is found by the State that any quid pro quo or gratuities in the form of money, services, entertainment, gifts, or otherwise were offered or given by Contractor, or any agent or representative of Contractor, to any officer or employee of the State of Nevada with a view toward securing a contract or securing favorable treatment with respect to awarding, extending, amending, or making any determination with respect to the performing of such contract; or
- 6) If it is found by the State that Contractor has failed to disclose any material conflict of interest relative to the performance of this Contract.

D. Time to Correct. Unless the breach is not curable, or unless circumstances do not permit an opportunity to cure, termination upon declared breach may be exercised only after service of formal written notice as specified in **Section 2, Notice**, and the subsequent failure of the breaching party within fifteen (15) calendar days of receipt of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared breach has been corrected. Upon a notice of breach, the time to correct and the time for termination of the contract upon breach under **Subsection 7C**, above, shall run concurrently, unless the notice expressly states otherwise.

8. **REMEDIES.** Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing party reasonable attorneys' fees and costs. For purposes of an award of attorneys' fees to either party, the parties stipulate and agree that a reasonable hourly rate of attorneys' fees shall be one hundred and fifty dollars (\$150.00) per hour. The State may set off consideration against any unpaid obligation of Contractor to any State agency in accordance with NRS 353C.190. In the event that Contractor voluntarily or involuntarily becomes subject to the jurisdiction of the Bankruptcy Court, the State may set off consideration against any unpaid obligation of Contractor to the State or its agencies, to the extent allowed by bankruptcy law, without regard to whether the procedures of NRS 353C.190 have been utilized.
9. **LIMITED LIABILITY.** The State will not waive and intends to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Damages for any State breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to Contractor, for the Fiscal Year budget in existence at the time of the breach. Contractor's tort liability shall not be limited.
10. **INDEMNIFICATION AND DEFENSE.** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any breach of the obligations of Contractor under this Contract, or any alleged negligent or willful acts or omissions of Contractor, its officers, employees and agents. Contractor's obligation to indemnify the State shall apply in all cases except for claims arising solely from the State's own negligence or willful misconduct. Contractor waives any rights of

CETS #:	
Solicitation #:	

subrogation against the State. Contractor's duty to defend begins when the State requests defense of any claim arising from this Contract.

11. **REPRESENTATIONS REGARDING INDEPENDENT CONTRACTOR STATUS.** Contractor represents that it is an independent contractor, as defined in NRS 333.700(2) and 616A.255, warrants that it will perform all work under this contract as an independent contractor, and warrants that the State of Nevada will not incur any employment liability by reason of this Contract or the work to be performed under this Contract. To the extent the State incurs any employment liability for the work under this Contract; Contractor will reimburse the State for that liability.
12. **INSURANCE SCHEDULE.** Unless expressly waived in writing by the Contracting Agency, Contractor must procure, maintain and keep in force for the duration of the Contract insurance conforming to the minimum requirements specified below. Each insurance policy shall provide for a waiver of subrogation against the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307, for losses arising from work/materials/equipment performed or provided by or on behalf of Contractor. By endorsement to Contractor's automobile and general liability policies, the State of Nevada shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of Contractor. Contractor shall not commence work before Contractor has provided evidence of the required insurance in the form of a certificate of insurance and endorsement to the Contracting Agency of the State.

A. Workers' Compensation and Employer's Liability Insurance.

- 1) Contractor shall provide proof of worker's compensation insurance as required per Nevada Revised Statutes Chapters 616A through 616D inclusive.
- 2) If Contractor qualifies as a sole proprietor as defined in NRS Chapter 616A.310 and has elected to not purchase industrial insurance for himself/herself, the sole proprietor must submit to the contracting State agency a fully executed "Affidavit of Rejection of Coverage" form under NRS 616B.627 and NRS 617.210.

B. Commercial General Liability – Occurrence Form. The Policy shall include bodily injury, property damage and broad form contractual liability coverage.

- | | |
|--|-------------|
| 1) General Aggregate | \$2,000,000 |
| 2) Products – Completed Operations Aggregate | \$1,000,000 |
| 3) Personal and Advertising Injury | \$1,000,000 |
| 4) Each Occurrence | \$1,000,000 |

C. Automobile Liability. The policy shall cover Bodily Injury and Property Damage for any owned, hired, and non-owned vehicles used in the performance of this Contract.

- | | |
|--------------------------------|-------------|
| 1) Combined Single Limit (CSL) | \$1,000,000 |
|--------------------------------|-------------|

Mail all required insurance documents to the Contracting Agency identified on page one of the Contract.

13. **WAIVER OF BREACH.** Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.
14. **SEVERABILITY.** If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.
15. **STATE OWNERSHIP OF PROPRIETARY INFORMATION.** Any data or information provided by the State to Contractor and any documents or materials provided by the State to Contractor in the course of this Contract ("State Materials") shall be and remain the exclusive property of the State and all such State Materials shall be delivered into State possession by Contractor upon completion, termination, or cancellation of this Contract.

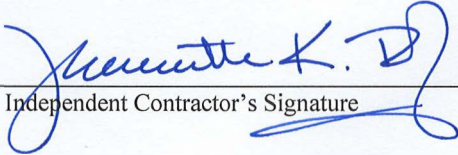
CETS #:	
Solicitation #:	

16. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents received from Contractor may be open to public inspection and copying. The State may have the duty to disclose unless a particular record is made confidential by law or a common law balance of interests.
17. **GENERAL WARRANTY.** Contractor warrants that all services, deliverables, and/or work products under this Contract shall be completed in a workmanlike manner consistent with standards in the trade, profession, or industry; shall conform to or exceed the specifications set forth in the incorporated attachments; and shall be fit for ordinary use, of good quality, with no material defects.
18. **DISCLOSURES REGARDING CURRENT OR FORMER STATE EMPLOYEES.** For the purpose of State compliance with NRS 333.705, Contractor represents and warrants that if Contractor, or any employee of Contractor who will be performing services under this Contract, is a current employee of the State or was employed by the State within the preceding 24 months, Contractor has disclosed the identity of such persons, and the services that each such person will perform, to the Contracting Agency.
19. **GOVERNING LAW: JURISDICTION.** This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict-of-law that would require the application of the law of any other jurisdiction. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract, and consent to personal jurisdiction in such court for any action or proceeding arising out of this Contract.

CETS #:	
Solicitation #:	

20. **ENTIRE CONTRACT AND MODIFICATION.** This Contract and its Scope of Work constitute the entire agreement of the parties and as such are intended to be the complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Office of the Attorney General and the State Board of Examiners, as required. This form of Contract, including any amendments to the Contract, is not authorized for use if the "not to exceed" value **Section 4, Consideration** equals or exceeds \$50,000. This Contract, and any amendments, may be executed in counterparts.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

 1/9/22
 Independent Contractor's Signature Date

Independent Contractor's Title

State of Nevada Authorized Signature Date

Executive Director

Title

APPROVED BY BOARD OF EXAMINERS

Signature – Clerk of the Board of Examiners

On:

Date

Approved as to form by:

On:

Deputy Attorney General for Attorney General

Date



Steve Sisolak
Governor

STATE OF NEVADA
BOARD OF OCCUPATIONAL THERAPY

6170 Mae Anne Ave., Suite 1
Reno, Nevada 89523
Phone: (775) 746-4101 / Fax: (775) 746-4105
Email: board@nvot.org Website: www.nvot.org

Loretta L. Ponton
Executive Director

Solicitation for Legislative Services

Background

The Board of Occupational Therapy was established under the provisions of Nevada Revised Statutes, Chapter 640A. The Board is responsible for the administration, regulation and enforcement of the practice of occupational therapy in Nevada. The Board licenses qualified occupational therapists and occupational therapy assistants throughout the State. Additional information regarding the Board may be viewed on our website located at www.nvot.org or you may contact the board office.

Services Requested

The Board of Occupational Therapy is seeking a professional lobbyist(s) to assist the Board in preparing for legislative initiatives during Legislative Interim and Sessions of the Nevada State Legislature.

Services will include assisting the Board with monitoring legislative initiatives related to professional and occupational licensing Boards in Nevada; attending and/or representing the Board's interests in interim committee meetings; analyzing proposed bill draft requests; tracking legislation applicable to Boards, conducting outreach activities with stakeholders, legislators, state agencies, professional licensing boards and organizations and other activities deemed appropriate. Vendor will be required to work closely with the Executive Director, attend Board meetings and/or submit regular legislative reports to the Board and Executive Director.

Contractor must be registered as a Lobbyist and in compliance with all licensing and reporting requirements of the State of Nevada. An independent contract for services may be awarded for a minimum of one (1) year and a maximum of four (4) years. Start date, if a contract is awarded, will be determined by the Board after evaluation of proposals received. Proposers may be requested to interview before the Board.

Submittal Instructions

Please provide a written Proposal to include: 1) a detailed description of qualifications and experience representing Nevada professional licensing and regulatory boards or other related professional organizations; 2) hourly fees and/or fixed fee cost(s) for proposed services; and 3) a minimum of three (3) references with contact information. Proposal shall identify primary and secondary staff assigned to the contract services, and clearly indicate the cost/price for services to be provided during the interim session and during the legislative session, if different.

Proposals will be accepted through December 31, 2021, by electronic submission or mail addressed to:

Loretta L. Ponton, Executive Director
Board of Occupational Therapy
6170 Mae Anne Ave., Suite 1
Reno, Nevada 89523
board@nvot.org

The Board reserves the right to select the most responsive vendor based upon the needs of the Board. Evaluation will not be based solely upon price/cost. There is no guarantee of a contract for services as a result of this solicitation.

Questions regarding this solicitation may be directed to Loretta Ponton, Executive Director by email or by calling the Board administrative office at 775-746-4101.

Dated 12/9/21

Proposal for Legislative Services
Submitted to the Nevada State Board of Occupational Therapy
December 2021

i *Philosophy – Tailored professional service to meet your unique needs.*

Belz & Case Government Affairs (Belz & Case) provides personalized attention to clients large and small. Professional assistance in government relations is not about “one size fits all” but rather should consist of a thoughtful and tailored approach based upon each client’s strengths and needs.

Belz & Case is very careful to minimize conflict among clients by studying and understanding each prospective client and purposefully maintaining the overall number of clients to a level that will allow for the most effective representation of each. We have reviewed our current client base and see no conflicts with submitting this proposal.

i *Team – Jeanette Belz, Lea Case, Valerie Balen*

Our team brings a wealth of knowledge and experience in the Nevada state political and policy realm to elevate your legislative and interim goals. From concrete tasks, like committee and bill tracking, to abstract creations, like strategy development, our team wraps a variety of individual skills and abilities into one personalized service package. Our team members are registered lobbyists, in compliance with all reporting requirements of the state of Nevada. Please see page four of this proposal for detailed resumes for primary staff.

Primary - Jeanette Belz, the corporation’s President, has been lobbying in the state of Nevada since 1995. A trained mediator, Jeanette’s experience in conflict resolution assists in the identification of common ground and solutions that will be acceptable to parties on opposite sides of an issue. Jeanette excels at identifying stakeholders, synthesizing views, and helping build consensus. Her leadership and diplomacy guide lobbying efforts for clients.

Primary - Lea Case, the corporation’s Vice-President, has been lobbying with Jeanette since 2015. Her ability to connect and build relationships throughout the legislative and executive branches serves clients in the interim and legislative sessions by extending the reach and influence of client voices. Lea’s ability to research and analyze legislative history, as well as state and federal data, creates an informational foundation for success and client achievement.

Secondary - Valerie Balen rejoined our staff in 2020 after a brief hiatus following the 2019 session. Valerie believes creativity is key in making solutions in policy and politics. Her graphic designs ensure client messages reach the broadest possible audience. She updates and maintains our regulation and bill trackers for all clients.

For more information about our firm, please refer to www.BelzCase.com

Qualifications and Experience – Licensing Boards

Belz & Case has represented the Nevada State Board of Cosmetology since 2007 and the Nevada State Board of Occupational Therapy since 2020.

During that time, Jeanette has assisted in finding sponsors for, and shepherding the passage of, five bills to improve the operation of the Cosmetology Board and to protect and promote public safety. Additionally, other bills, related to the practice of cosmetology and the workings of state boards, have been introduced every session requiring an analysis of impact, education of legislators, and testimony by the executive director. In the 2021 session, Belz & Case reviewed 1,035 bills and tracked 31 specifically for the Board of Occupational Therapy.

We understand that bills related to the operation of boards are necessary to update statute as the licensed profession evolves and practices emerge and change. Jeanette and the Cosmetology Board's Executive Director successfully secured sponsors for board bills in 2009, 2011, 2015, 2017, and 2019. During those sessions, meetings with every legislator on the Commerce and Labor Committee were scheduled and re-scheduled to address any questions or concerns, before and after the bill hearing. Ensuring each legislator feels properly informed and educated on the intricacies of the licensed professional board is a top priority for Belz & Case. We are available every day during legislative sessions as hearings and meetings can and do occur at any time.

Legislative sessions always include wildcards. We review and monitor each bill draft request (BDR), each introduced legislative measure, and amendments for potential impact to boards or licensees. In Cosmetology, this has varied from fish pedicures to board mergers and everything in between. When these bills appear, or are anticipated to be introduced, we notify the executive director immediately. At their direction, our team mobilizes to research the history, content, and impact of the legislation. We seek out the sponsor and stakeholders to gather information and to share information from the perspective of the board. In the case of fish pedicures, the Board of Cosmetology was not equipped to determine the health and safety of such a practice on the public. In working with the stakeholders, another possible regulatory home was deemed more practical. This amendment was suitable to the sponsor and the Cosmetology Board, however the bill ultimately failed. Communicating the exact ability of the board, and educating the sponsor on the mission of the board, helped build consensus on this licensing issue.

A successful legislative session is built in the interim. The Belz & Case team lays the groundwork for session years, by attending and monitoring interim legislative committee meetings. We also meet with legislators to understand their policy goals and share information about clients, including the role of licensing boards. The Sunset Subcommittee of the Legislative Commission was tasked with reviewing state boards in the interim since 2011. Belz & Case assisted the Cosmetology Board to prepare for these hearings, anticipate legislator questions and ensuring all information was provided to the executive director and legislators, well in advance.

Beyond regular committee monitoring and attendance, our team is closely monitors the daily Nevada news and activities of legislators. We keep up to date regarding conversations in the media and on social media related to boards, licensees, and any other relevant issues. We maintain constant connection with the legislative policy and regulatory sphere across multiple platforms to bring you the most current information.

i *Monthly service fee - \$2000*

Belz & Case proposes a retainer of \$2,000.00/month for the period from January 1, 2022 to December 31, 2023. The fee will be billed and paid in monthly installments.

Services include the following, in partnership with, and at the direction of the Board and Executive Director:

- Monitoring legislative initiatives related to professional and occupational licensing Boards in Nevada
- Attending and/or representing the Board's interests in interim committee meetings
- Analyzing proposed bill draft requests
- Tracking legislation applicable to Boards
- Conducting outreach activities with stakeholders, legislators, state agencies, professional licensing boards and organizations
- Attending Board meetings and/or submitting regular reports as requested by the Board and executive director

This fee includes expenses related to travel within the Reno/Carson City area. Expenses incurred for travel outside the Reno/Carson City area will be billed separately and will require the prior approval of the Board's Executive Director.

i *References*

We are pleased to submit the following references from our current client base:

Gary Landry

Executive Director
Nevada State Board of
Cosmetology
8945 W. Russell Rd, #100
Las Vegas, NV 89148
(702) 501-5355
gary@nvcosmo.com

Craig Madole

Executive Director
Associated General Contractors,
Nevada Chapter
P.O. Box 7578
Reno, NV 89510
(775) 329-6116
craigm@nevadaagc.org

Bob Deruse

Director
ACE Charter High School
2800 Vassar Street
Reno, NV 89502
(775) 324-3900
bderuse@acehighschool.org

i *Current Government Relations Clients*

Associated General Contractors, Nevada Chapter (2001 – present)
Children's Advocacy Alliance (2021 – present)
Friends of Academy for Career Education High School (2007 – present)
Liberty Mutual Group (2001 – present)
Nevada Association of Mechanical Contractors (2001 – present)
Nevada Primary Care Association (2021 – present)
Nevada State Board of Cosmetology (2007 – present)
Nevada Psychiatric Association (2002 – present)
Nevada State Board of Occupational Therapy (2020 – present)
Otsuka America Pharmaceutical, Inc. (2018 – present)
Property Casualty Insurers Association of America (2005 – present)
Veritec Solutions (2017 – present)

JEANETTE K. BELZ
10580 N. McCarran Blvd., #115-222
Reno, NV 89503
775-329-0119 (office)
jb@belzcase.com
www.belzcase.com



Summary of Qualifications

Twenty-five years of experience providing high quality lobbying and government relations services in Nevada including 13 regular and 17 special sessions of the Nevada Legislature

Professional Experience

Jeanette established her own government relations consulting firm in 2000. She focuses on customized advocacy and special project services to trade/professional organizations, corporate and not-for-profit clients representing health care, commercial construction, licensing boards, property & casualty insurance and more.

Jeanette moved to Nevada in 1995 to accept the position of President/CEO for the Nevada Association of Hospitals and Health Systems. There, she served as the association's leading spokesperson and representative before the Nevada State Legislature and Congressional delegation, governmental bodies and the media.

In 1998, Jeanette joined Wadhams & Akridge where she represented the firm's clients in various public forums and assisted in developing government relations' strategies.

Prior to her relocation to Nevada, Jeanette has spent a significant part of her career in the health care field as a consultant, administrator and association executive. In the mid-1980s, she held various positions in the consulting services division of the Hospital Association of New York State, where she was responsible for technical assistance regarding hospital finances, reimbursement, and health care data systems.

Jeanette was also in charge of operations at a rehabilitation agency for the blind and visually impaired. In the early 1990s, she focused her efforts on hospital advocacy as the Senior Vice President at the Northeastern New York Hospital Council.

Education and Training

Jeanette graduated from the State University of New York (Albany) in 1979 with a B.A. in Economics and then attended Union College (Schenectady, New York) where she earned an M.B.A. in 1981.

She is a trained mediator and facilitator and has taught mediation at University of Nevada Reno Extended Studies.

Professional Associations

Association for Conflict Resolution
Mediators of Southern Nevada

Nevada Dispute Resolution Coalition – Vice President (2012-2013), President (2014)
Nevada Mediation Group
Nevada Taxpayers Association
Reno Sparks Chamber of Commerce – Member since 2008

Volunteer and Extracurricular Activities

Educator - Wooster High School (Peer Mediation Skills Course)
Washoe County School District (Mediation: A Guide to Bridging Conflict)
40 Hour Beginning Mediation and Conflict Resolution, UNR Extended Studies - 2013/2014

Speaker - Caregiver Essentials Class – University of Nevada Reno (Fall 2011 and 2012)
Court Improvement Program – Focus on Kids Conference (Summer 2011)
40 Hour Advanced Mediation Course – UNR Extended Studies (Summer 2011 and 2012)
Alzheimer's Association Caregiver's Conference (May 2013)
Nevada Youth Legislature – Negotiation Skills (2016 and 2018)
Speakers' Bureau – Nevada Dispute Resolution Coalition

Articles - "Elder Care Mediation: Helping Families Bridge Conflict "
Generation Boomer (Spring 2011)

"Here's the new business mantra – Mediate before you litigate"
Northern Nevada Business Weekly (February 27, 2012)

Award - Northern Nevada AGC – [SIR Award](#) (2016)

Blog - The Olive Branch Blog – January 2013 – October 2017

Lea Case
Vice President
(775) 835-2570 (Cell)
lc@belzcase.com
www.belzcase.com

Experience

January 2021 – Present, Vice-President, Belz & Case Government Affairs, Reno, Nevada
June 2015 – January 2021, Government Relations Manager, J.K. Belz & Associates, Reno, Nevada
February 2015 - June 2015, Legislative Liaison, Associated General Contractors - Nevada
August 2013 - December 2014, Teaching Assistant, Humanities, University of Nevada, Reno

Education

December 2014, Masters in Public Administration and Policy, University of Nevada, Reno
Emphasis on American Health Care Policy
May 2013, BA Social Work, University of Nevada, Reno

Projects

March 2021, Guest Panelist, Nevada Women's Lobby
December 2015-Present, Social Media Management, Nevada Psychiatric Association
Annual "Mental health Month" campaign every May since 2016
December 2018 – Present, Mentor, Northern Nevada Lady Lobbyists Group
August 2017-March 2020 Social Media Management, Geeks Who Drink Pub Quiz
April 2017, Guest Lecturer, Aging and Politics, University of Nevada Reno
December 2016, Guest Panelist, Political Science 101, University of Nevada, Reno
December 2016, Data Analysis and Presentation, Associated General Contractors – Nevada
August 2016, Workforce Development Coordination, Newmont Mining and ACE High School
April 2016, Guest Lecturer, Aging and Politics, University of Nevada Reno
April 2016, Conference Event Planning, "Guardianship and Community: A Positive Step Forward", Reno and Las Vegas, Nevada

Affiliations

December 2020-Present, UUFNN Forum Committee
January 2020-Present, State of Nevada Open Meeting Law Task Force
January 2019-Present, Commissioner, Carson City Parks and Recreation Commission
January 2016-January 2017, State of Nevada Commission on Aging, Mental Health Workgroup

Conferences

February 2020, Psychopharmacology Conference, Nevada Psychiatric Association
October 2019, Nevada Infrastructure Concrete Conference

August 2019, National Conference of State Legislatures

February 2018, Psychopharmacology Conference, Nevada Psychiatric Association

February 2013, Association for Gerontology in Higher Education (AGHE)

Poster presentation, "Gerontological literacy: Do we adjust our sails or put up more canvas?"

March 2012, Association for Gerontology in Higher Education (AGHE)

Volunteer

October 2021, Carson City Parks Boo-Nanza Halloween event

January 2020 – April 2020, Online Presence and Archiving, League of Women Voters Northern Nevada

September 2017 – September 2018, Social Media Coordinator, Nevada Women's Commission

August 2017, Government Affairs Coordinator, Nevada Community Health Workers Association

June 2016 - November 2016, Canvasser, Washoe County "Save Our Schools" Initiative

April 2016, Table Host and Panel Member, Careers in Aging Day, University of Nevada Reno

FILED

CORPORATION, LLC, BUSINESS TRUST & LEGAL ENTITIES

CERTIFICATE OF BUSINESS: FICTITIOUS FIRM NAME

THIS CERTIFICATE EXPIRES: 12/27/26

(OFFICE USE ONLY)

2021 DEC 27 PM 3:51

☐ Renewal ☒ New Filing Contact Number: 775-329-0119 Email: jbc@belzcase.comTHE UNDERSIGNED does hereby certify that BY NW IT IS DEPUTYconducting a government relations / lobbying business at
879 Caughlin Glen, Reno, NV 89519
(Physical street address) (City) (State) (Zip code)under the fictitious firm name of: Belz & Case Government Affairs

and that said firm is composed of the following legal entity* (or entities) whose mailing address, signing officer's name, and title are as follows:

Legal Entity Name: J.K. Belz & Associates, Inc.

(Legal entity must state name exactly as it is on file in State of Nevada)

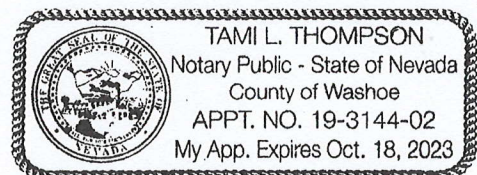
Entity Physical Address: 879 Caughlin Glen, Reno, NV, 89519
(Physical street address) (City) (State) (Zip code)Signing Officer Name: Jeanette K. BelzSigning Officer Title: President**FOR ADDITIONAL OWNERS, PLEASE USE ADDITIONAL PAGES**Alternate Mailing Address: 10580 N. McCarran #115-222 Reno, NV, 89503
(P.O. Box or Physical street address other than listed above) (City) (State) (Zip code)Prior Related DBA Filing (if applicable): Belz Case Government AffairsWITNESS my hand this 27th day of December, 20 21.

The undersigned hereby swears under penalty of perjury that he/she has authority to sign on behalf of and to bind the above-named legal entity to a contract.

X Jeanette K. Belz
Signature of authorized officerSTATE OF Nevada
COUNTY OF Washoe } ss.On this 27th day of December, 20 21 personally appeared before me, a Notary Public,Jeanette Kapp Belz

(Name of individual whose signature is being notarized)

who acknowledged that he/she executed the above instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official stamp at my office in the County of Washoe the day and year in this certificate first above written.Tami L. Thompson
Signature of Notary Public**For office use only**IF SUBMITTING A NOTARIZED DOCUMENT, PLEASE PROVIDE AN ORIGINAL AND 3 COPIES, A SELF-ADDRESSED STAMPED ENVELOPE AND \$25.00 FILING FEE TO:
WASHOE COUNTY CLERK
1001 E. Ninth St., Bldg. A
RENO, NV 89512

17/555

State of Nevada
Board of Occupational Therapy

6170 Mae Anne Ave., Suite 1, Reno, Nevada 89523
Phone (775) 746-4101 / Fax (775) 746-4105 / Website www.nvot.org

AGENDA ITEM 8: Executive Director's Report

Attachments

Written Report
FY 2022 2nd Quarter Financial Statements

State of Nevada
Board of Occupational Therapy

6170 Mae Anne Ave, Suite 1, Reno, Nevada 89523
Phone (775) 746-4101 / Fax (775) 746-4105 / Website www.nvot.org

EXECUTIVE DIRECTOR'S REPORT
January 29, 2022

Licensure Statistics - The following chart provides current and prior year licensing details and activity as of December 31, 2021. The number of practitioners increased by 110 licensees over the previous year, with an increase of 75 licensees for those holding active standard licenses.

Licensing activity was very slow during the 2nd Quarter; it is anticipated licensing activity will pick up as the new year gets underway. Revenue from licensing activities will increase as new licensing fees are earned over the term of the license, as reflected in the 7.1% increase in numbers over last year.

There are approximately 825 licenses eligible for renewal by June 30, 2022; over 49% of total licensees.

Comparison to Prior Year

Description	2021	2020	% +	OTR's	2020	COTA's	2020
Total Current Licensees	1668	1558	7.1%	1266	1186	402	372
Standard Licensees (active)	1622	1547	7.4%	1234	1177	388	370
Provisional Licensees	4	4		2	4	2	0
Temporary Licensees	8	7		5	5	3	2
Inactive Licensees	34	37		25	28	9	8

Fiscal Year 22 by Quarter

Fiscal Year 2022	Total Licensees	OT	OTA
July 1, 2021	1587	1204	383
September 30, 2021	1642	1246	396
December 31, 2021	1668	1266	402

FY 22 Financial Statements – 2nd Quarter ending December 31, 2021

Financial status at 2nd Quarter reflects a net loss of (\$37,325) due primarily to lower than projected revenue which is calculated for budget purposes equally throughout the year. Actual recognition of revenue from license fees fluctuates monthly based upon licensee terms.

Contributing to the net loss is the expense of legal proceedings for complaints and disciplinary hearings which may be offset somewhat with recapture of expenses charged to affected licensees.

Unbudgeted line item PTO Expense is an accrued leave liability for earned PTO balances. This is not a cash expense until it is either paid when taken through payroll or at termination.

Revenue/Other Income: Revenue totaled \$109,466.51 in licensing and other fees, 44.59% of budget. New applicant processing fees exceed budget; however, earned license fees remains below budget at 42.16%.

Other Income is comprised of \$ 2,308.69 in interest income and cost share income of \$ 5,016.25. Other Income totals \$ 7,324.94 which is 56.20% of budget.

Total Revenue realized and Other Income combined is \$ 116,791.45.

Expense: Expenses totaled \$ 152,936.99. Expense items which deviate from budget (higher than 50%) are Attorney General fees (76.62%) due to on-going expenses of complaints and disciplinary proceedings; Insurance (112.17%) due to an increase in Property and Contents Insurance charged by the State; office supplies ordered as needed, and legislative services contract (100%). Under Payroll Expenses, PTO Expense represents the breakout of change in leave accrual liability.

All other line items are at or below budget levels. Total expenses are at 52.32%.

Net Ordinary Income/Loss: Net licensing revenue less expense from operations for the second quarter is (\$ 43,470.48). Net Total Income is (\$ 36,145.54) when including Other Income and Expense.

Balance Sheet: Total Cash at December 31, 2021 is \$ 639,375.51; deferred revenue is \$154,057.70, reflecting cash receipts for licenses and renewals not yet earned which will be recognized as revenue as it is earned.

Cash in the operating checking account is \$ 115,230.71; Investments total \$ 471,844.23 in certificates of deposit and \$52,300.57 in MM Cash available for investment or operating expenses.

Investment Account – The Board holds approximately \$524,145 in Wells Fargo Advisors investments. Funds are in short-term CD's maturing at intervals less than one year. One long-term 5-year CD will mature in FY 23.

Investment funds will continue to be placed in the highest yield CD's on a rolling basis but will be limited to no more than a 1 year in hopes that rates will rise in the near future and to keep the funds fluid and available to react to any increase in market rates.

Administrative Collaborative – The Administrative Collaborative met on January 21, 2022; discussions included implementation of AB 330 which requires occupational/technical certification credit towards educational requirements for licensure; report on the Interagency Council on Veteran's Affairs meeting, interim legislative committee meetings; financial report elements, new GASB 96 audit requirement for reporting on subscription based information technology and survey results on website development and hosting and veteran's fees.

Office Operations – The Board office remains open to the public, staff continue to work hybrid schedules ensuring on-site coverage during office hours.

Complaints Status - There are three (3) complaint cases pending and/or under investigation.

State of Nevada Board of Occupational Therapy

Budget vs. Actuals: FY_2021_2022 - FY22 P&L

July - December, 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Fees	16,900.00	30,000.00	-13,100.00	56.33 %
Fines and Legal Fees	-0.04		-0.04	
License Fees	88,841.55	210,743.00	-121,901.45	42.16 %
List Fee	3,725.00	4,750.00	-1,025.00	78.42 %
Total Income	\$109,466.51	\$245,493.00	\$ -136,026.49	44.59 %
GROSS PROFIT	\$109,466.51	\$245,493.00	\$ -136,026.49	44.59 %
Expenses				
Attorney General / Legal Fees	8,427.75	11,000.00	-2,572.25	76.62 %
Bank Service/Merchant Charges	1,631.92	5,500.00	-3,868.08	29.67 %
Board Education	725.00	2,500.00	-1,775.00	29.00 %
Equipment Purchase	882.37	3,000.00	-2,117.63	29.41 %
Equipment Rental	909.29	2,100.00	-1,190.71	43.30 %
Insurance	1,233.92	1,100.00	133.92	112.17 %
Licensing - Data System	3,900.02	8,850.00	-4,949.98	44.07 %
Meeting Expenses		500.00	-500.00	
Office Expense				
Dues & subscriptions	964.76	2,300.00	-1,335.24	41.95 %
Internet Service	868.86	1,920.00	-1,051.14	45.25 %
Postage and Delivery	-49.34	750.00	-799.34	-6.58 %
Printing and Reproduction		200.00	-200.00	
Records Storage	258.23	600.00	-341.77	43.04 %
Telephone	298.84	1,000.00	-701.16	29.88 %
Total Office Expense	2,341.35	6,770.00	-4,428.65	34.58 %
Office Lease	15,527.25	32,125.00	-16,597.75	48.33 %
Office Supplies	474.30	600.00	-125.70	79.05 %
Payroll Expenses	0.00		0.00	
Deferred Compensation	7,617.27	15,005.00	-7,387.73	50.76 %
Employer Taxes	6,955.09	13,947.00	-6,991.91	49.87 %
Medical Benefit	2,193.60	4,387.00	-2,193.40	50.00 %
PTO Expense	5,114.36		5,114.36	
Salaries and Wages	81,098.50	162,922.00	-81,823.50	49.78 %
Total Payroll Expenses	102,978.82	196,261.00	-93,282.18	52.47 %
Professional Fees				
Accounting	1,500.00	3,000.00	-1,500.00	50.00 %
IT / Technical Support	405.00	2,500.00	-2,095.00	16.20 %
Legislative Services	12,000.00	12,000.00	0.00	100.00 %
Total Professional Fees	13,905.00	17,500.00	-3,595.00	79.46 %
Travel				
Out of State Travel	0.00	3,000.00	-3,000.00	0.00 %
Travel - in state		1,500.00	-1,500.00	
Total Travel	0.00	4,500.00	-4,500.00	0.00 %

State of Nevada Board of Occupational Therapy

Budget vs. Actuals: FY_2021_2022 - FY22 P&L

July - December, 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total Expenses	\$152,936.99	\$292,306.00	\$ -139,369.01	52.32 %
NET OPERATING INCOME	\$ -43,470.48	\$ -46,813.00	\$3,342.52	92.86 %
Other Income				
Interest Income	2,308.69	3,000.00	-691.31	76.96 %
Sublease Income	5,016.25	10,033.00	-5,016.75	50.00 %
Total Other Income	\$7,324.94	\$13,033.00	\$ -5,708.06	56.20 %
NET OTHER INCOME	\$7,324.94	\$13,033.00	\$ -5,708.06	56.20 %
NET INCOME	\$ -36,145.54	\$ -33,780.00	\$ -2,365.54	107.00 %

State of Nevada Board of Occupational Therapy

Balance Sheet As of December 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Wells Fargo Bank - Checking	115,230.71
Wells Fargo Bank - Investments	471,844.23
Wells Fargo Bank - Money Market	52,300.57
Total Bank Accounts	\$639,375.51
Accounts Receivable	
Accounts Receivable	4,913.79
Total Accounts Receivable	\$4,913.79
Other Current Assets	
Prepaid Expenses	10,470.33
Undeposited Funds	0.00
Total Other Current Assets	\$10,470.33
Total Current Assets	\$654,759.63
Fixed Assets	
Net Fixed Assets	0.00
Total Fixed Assets	\$0.00
TOTAL ASSETS	\$654,759.63
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	6,147.82
Total Accounts Payable	\$6,147.82
Credit Cards	
WF Mastercard	100.00
Total Credit Cards	\$100.00
Other Current Liabilities	
Accrued PTO	33,068.08
Deferred Compensation Payable	-493.78
Deferred Revenue	154,057.70
Direct Deposit Liabilities	0.00
Due to State Treasurer	410.23
Other Current Liabilities	5,016.27
Payroll Liability	1,323.00
Payroll Tax Liability	110.22
Total Other Current Liabilities	\$193,491.72
Total Current Liabilities	\$199,739.54
Total Liabilities	\$199,739.54
Equity	
Retained Earnings	491,165.63
Net Income	-36,145.54
Total Equity	\$455,020.09
TOTAL LIABILITIES AND EQUITY	\$654,759.63

State of Nevada Board of Occupational Therapy

Transaction Report
October - December, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
Wells Fargo Bank - Checking								
	Beginning Balance							170,377.95
10/01/2021	Expense		QB Online		Wells Fargo Bank - Checking	Office Expense:Dues & subscriptions	-40.00	170,337.95
10/01/2021	Check	5417	Numbers Inc.		Wells Fargo Bank - Checking	Prepaid Expenses	-750.00	169,587.95
10/01/2021	Check	5416	Scott Cooley		Wells Fargo Bank - Checking	Prepaid Expenses	-7,802.25	161,785.70
10/02/2021	Deposit		Woodard	New Veteran - Joshua Woodard	Wells Fargo Bank - Checking	License Fees	200.00	161,985.70
10/03/2021	Deposit		charles jordan	Renewal + \$125 Late Fee - Charles Jordan	Wells Fargo Bank - Checking	License Fees	300.00	162,285.70
10/04/2021	Expense		Voya	NEVADA DEFERRED ACH DEBITS 211001 625031 2006 STATE OF NEVADA DEFERR	Wells Fargo Bank - Checking	Deferred Compensation Payable	-2,777.83	159,507.87
10/04/2021	Deposit		Tiffany Price	Renewal - Tiffany Price	Wells Fargo Bank - Checking	License Fees	175.00	159,682.87
10/05/2021	Payment		EnvHealth		Wells Fargo Bank - Checking	Accounts Receivable	13.66	159,696.53
10/06/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	159,721.53
10/06/2021	Deposit		Watkins	New - Melissa Watkins	Wells Fargo Bank - Checking	License Fees	325.00	160,046.53
10/06/2021	Deposit		Maritz	New - Emile Maritz	Wells Fargo Bank - Checking	License Fees	400.00	160,446.53
10/07/2021	Deposit		Duchess Menchavez Noble	Legal Fees - Duchess Menchavez Noble	Wells Fargo Bank - Checking	Accounts Receivable	200.00	160,646.53
10/07/2021	Expense	5418	JK Belz & Associates		Wells Fargo Bank - Checking	Professional Fees:Legislative Services	-2,000.00	158,646.53
10/07/2021	Deposit		Andrea D Taylor	Verify - Andrea D Taylor	Wells Fargo Bank - Checking	List Fee	25.00	158,671.53
10/07/2021	Deposit		Tao	New - Jonathan Tso Jonathan Tso	Wells Fargo Bank - Checking	License Fees	400.00	159,071.53
10/07/2021	Deposit		Biel	New - Lindsey Biel Biel	Wells Fargo Bank - Checking	License Fees	400.00	159,471.53
10/07/2021	Deposit		Anduha	New - Veronica Anduha	Wells Fargo Bank - Checking	License Fees	400.00	159,871.53
10/07/2021	Deposit		Kimberly Tobergte	New Reinstate - KIMBERLY TOBERGTE	Wells Fargo Bank - Checking	License Fees	200.00	160,071.53
10/07/2021	Deposit		Riley	Temporary - Greta Riley	Wells Fargo Bank - Checking	License Fees	300.00	160,371.53
10/10/2021	Deposit		Hernandez	New - Ashley Hernandez	Wells Fargo Bank - Checking	License Fees	400.00	160,771.53
10/12/2021	Deposit		Rachel Marks	Verify - Rachel Marks	Wells Fargo Bank - Checking	List Fee	25.00	160,796.53
10/12/2021	Deposit		Davis	New Veteran - Courtney Davis	Wells Fargo Bank - Checking	License Fees	200.00	160,996.53
10/12/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	161,021.53
10/12/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	161,046.53
10/12/2021	Bill Payment (Check)	5421	Information Technology	Telephone expense	Wells Fargo Bank - Checking	Accounts Payable	-2.21	161,044.32
10/12/2021	Bill Payment (Check)	5420	Attorney General	Legal fees	Wells Fargo Bank - Checking	Accounts Payable	-597.80	160,446.52
10/12/2021	Bill Payment (Check)	5419	One Net		Wells Fargo Bank - Checking	Accounts Payable	-1.45	160,445.07
10/12/2021	Deposit		Brock	New - Elika Brock Brock	Wells Fargo Bank - Checking	License Fees	400.00	160,845.07
10/13/2021	Expense			BANKCARD INTERCHANGE FEE - 0227295150	Wells Fargo Bank - Checking	Bank Service/Merchant Charges	-131.16	160,713.91
10/13/2021	Expense			BANKCARD FEE - 0227295150	Wells Fargo Bank - Checking	Bank Service/Merchant Charges	-97.89	160,616.02
10/13/2021	Expense			BANKCARD DISCOUNT FEE - 0227295150	Wells Fargo Bank - Checking	Bank Service/Merchant Charges	-0.09	160,615.93
10/13/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211013 XXXXX5765 STATE OF NEVADA BOARD	Wells Fargo Bank - Checking	Payroll Liability	-532.42	160,083.51
10/13/2021	Deposit				Wells Fargo Bank - Checking	Bank Service/Merchant Charges	106.11	160,189.62
10/13/2021	Deposit		Kathryn Johnson	Verify - Kathryn Johnson	Wells Fargo Bank - Checking	List Fee	25.00	160,214.62
10/14/2021	Deposit		Amanda Staley	Verify - Amanda Staley	Wells Fargo Bank - Checking	List Fee	25.00	160,239.62
10/14/2021	Deposit		Craig McDonald	New - Craig McDonald	Wells Fargo Bank - Checking	License Fees	325.00	160,564.62
10/14/2021	Deposit		Sander	New - Melissa Sander	Wells Fargo Bank - Checking	License Fees	400.00	160,964.62
10/14/2021	Deposit		Rachael Kuhn	Verify - Rachael Kuhn	Wells Fargo Bank - Checking	List Fee	25.00	160,989.62
10/14/2021	Deposit		Christopher Frias	Verify - Christopher R Frias Frias	Wells Fargo Bank - Checking	List Fee	25.00	161,014.62
10/14/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	161,039.62
10/14/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	161,064.62
10/14/2021	Bill Payment (Check)	5422	Vital Records Storage		Wells Fargo Bank - Checking	Accounts Payable	-45.68	161,018.94
10/14/2021	Expense	10.14.21	Voya		Wells Fargo Bank - Checking	Deferred Compensation Payable	-611.16	160,407.78
10/15/2021	Deposit		AMY BUTLER	Verify - Amy L Butler Butler	Wells Fargo Bank - Checking	List Fee	25.00	160,432.78
10/15/2021	Deposit		Sherwood	Verify - Meg Sherwood	Wells Fargo Bank - Checking	List Fee	25.00	160,457.78
10/15/2021	Deposit		Graham	New - Julia Graham	Wells Fargo Bank - Checking	License Fees	400.00	160,857.78
10/15/2021	Deposit		Chelsea Moya	Renewal - Chelsea Moya	Wells Fargo Bank - Checking	License Fees	250.00	161,107.78
10/16/2021	Deposit		Julia Hudson	Verify - Julia Hudson Julia Hudson	Wells Fargo Bank - Checking	List Fee	25.00	161,132.78
10/16/2021	Deposit		Polizzi	New - Alex Polizzi	Wells Fargo Bank - Checking	License Fees	400.00	161,532.78
10/16/2021	Deposit		Chow	New - Julyan Chow	Wells Fargo Bank - Checking	License Fees	400.00	161,932.78

State of Nevada Board of Occupational Therapy

Transaction Report
October - December, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
10/18/2021	Payment		Speech Board		Wells Fargo Bank - Checking	Accounts Receivable	52.10	161,984.88
10/19/2021	Deposit		Jacqueline Tran	Renewal - Jacqueline Tran	Wells Fargo Bank - Checking	License Fees	250.00	162,234.88
10/19/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	162,259.88
10/19/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	162,284.88
10/19/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	162,309.88
10/20/2021	Deposit		Grupe	New - Brooke Grupe	Wells Fargo Bank - Checking	License Fees	400.00	162,709.88
10/20/2021	Deposit		Victoria Markantonis	Renewal - Victoria Markantonis	Wells Fargo Bank - Checking	License Fees	175.00	162,884.88
10/21/2021	Deposit		Duchess Menchavez Noble	Legal Fees - Duchess Menchavez Noble	Wells Fargo Bank - Checking	Accounts Receivable	150.00	163,034.88
10/21/2021	Deposit		Meg Sherwood		Wells Fargo Bank - Checking	List Fee	25.00	163,059.88
10/22/2021	Expense	Oct	A T & T		Wells Fargo Bank - Checking	Office Expense:Telephone	-43.33	163,016.55
10/22/2021	Deposit		Perry	New - Lisa Perry	Wells Fargo Bank - Checking	License Fees	162.50	163,179.05
10/22/2021	Check	5423	Nevada Retail Association		Wells Fargo Bank - Checking	Insurance	-100.00	163,079.05
10/22/2021	Deposit		Johnson	New - Dawn Johnson	Wells Fargo Bank - Checking	License Fees	400.00	163,479.05
10/25/2021	Deposit		Jensen	Verify - Raelynn Jensen	Wells Fargo Bank - Checking	List Fee	25.00	163,504.05
10/25/2021	Deposit		Darrin Hurdsman	Renewal - Darrin Hurdsman	Wells Fargo Bank - Checking	License Fees	250.00	163,754.05
10/25/2021	Deposit		MELODY SHULL	Verify - Melody Shull	Wells Fargo Bank - Checking	List Fee	25.00	163,779.05
10/26/2021	Deposit		Danielle Palmer	Verify - Danielle Palmer	Wells Fargo Bank - Checking	List Fee	25.00	163,804.05
10/26/2021	Deposit		Jennifer Vandehey	Convert - Jennifer Vandehey	Wells Fargo Bank - Checking	License Fees	100.00	163,904.05
10/26/2021	Deposit		Andrea D Taylor	Verify - Andrea D Taylor Taylor	Wells Fargo Bank - Checking	List Fee	25.00	163,929.05
10/27/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211027	XXXXX5765 STATE	Payroll Liability	-532.41	163,396.64
10/27/2021	Deposit		Wasse	New - Hanan Wasse	Wells Fargo Bank - Checking	License Fees	400.00	163,796.64
10/27/2021	Expense		Charter		Wells Fargo Bank - Checking	Office Expense:Internet Service	-139.98	163,656.66
10/28/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	163,681.66
10/28/2021	Deposit		Rebecca Mickley	List - Rebecca Mickley	Wells Fargo Bank - Checking	List Fee	50.00	163,731.66
10/28/2021	Deposit			List - Finance Department	Wells Fargo Bank - Checking	List Fee	50.00	163,781.66
10/28/2021	Expense		US Treasury	BUSINESS TO BUSINESS ACH IRS	USATAXPYMT 102821 225170162396936 STATE OF	Payroll Tax Liability	-3,317.18	160,464.48
10/28/2021	Expense		Voya	NEVADA BOARD		Deferred Compensation Payable	-611.16	159,853.32
10/29/2021	Deposit		Koepke	New - Ashley Koepke	Wells Fargo Bank - Checking	License Fees	400.00	160,253.32
10/29/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211029	XXXXX5765 STATE	Payroll Liability	-5,413.83	154,839.49
10/29/2021	Deposit		Schonett Merie Young Schonett Merie Young	Convert - Schonett Young	Wells Fargo Bank - Checking	License Fees	100.00	154,939.49
10/29/2021	Deposit		Malerie Davis	Renewal - Malerie Davis Davis	Wells Fargo Bank - Checking	License Fees	175.00	155,114.49
10/30/2021	Deposit		Harron	Verify - Shanna Herron	Wells Fargo Bank - Checking	List Fee	25.00	155,139.49
10/30/2021	Deposit		Annice Arroyo	Renewal - Annice Arroyo	Wells Fargo Bank - Checking	License Fees	250.00	155,389.49
10/30/2021	Deposit		Kelly Rutherford	Verify - Kelly Rutherford	Wells Fargo Bank - Checking	List Fee	25.00	155,414.49
10/31/2021	Deposit		Carly Blondin	New - Carly Blondin	Wells Fargo Bank - Checking	License Fees	400.00	155,814.49
10/31/2021	Deposit			INTEREST PAYMENT	Wells Fargo Bank - Checking	Interest Income	1.41	155,815.90
11/01/2021	Expense		QuickBooks Online		Wells Fargo Bank - Checking	Office Expense:Dues & subscriptions	-40.00	155,775.90
11/01/2021	Expense		Voya		Wells Fargo Bank - Checking	Deferred Compensation Payable	-2,166.67	153,609.23
11/03/2021	Deposit		Alexandra Underwood	New OT - Alexandra Underwood	Wells Fargo Bank - Checking	License Fees	400.00	154,009.23
11/03/2021	Deposit		Craig Knebel	New OT - Craig Knebel	Wells Fargo Bank - Checking	License Fees	400.00	154,409.23
11/03/2021	Deposit		Emily Lyford	New OTA - Emily D Lyford	Wells Fargo Bank - Checking	License Fees	325.00	154,734.23
11/04/2021	Deposit		Robert Lish	New OT - Robert Lish	Wells Fargo Bank - Checking	License Fees	400.00	155,134.23
11/05/2021	Deposit		LESLIE NGUYEN	New OT - LESLIE NGUYEN	Wells Fargo Bank - Checking	License Fees	400.00	155,534.23
11/05/2021	Deposit		rick schroeder	List - Rick Schroeder	Wells Fargo Bank - Checking	List Fee	50.00	155,584.23
11/06/2021	Deposit		Susan Smith	Renewal - Susan Smith	Wells Fargo Bank - Checking	License Fees	250.00	155,834.23
11/07/2021	Deposit		Maya Shaanan	New OT - Maya Shaanan	Wells Fargo Bank - Checking	License Fees	400.00	156,234.23
11/08/2021	Deposit		Kaitlin Mount	Renewal - Kaitlin Mount	Wells Fargo Bank - Checking	License Fees	175.00	156,409.23
11/08/2021	Deposit		Tania Tossey	Verify - Tania Tossey	Wells Fargo Bank - Checking	List Fee	25.00	156,434.23
11/08/2021	Deposit		Haley Moore	Verify - Haley Moore	Wells Fargo Bank - Checking	List Fee	25.00	156,459.23
11/09/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211109	XXXXX5765 STATE	Payroll Liability	-532.42	155,926.81
11/10/2021	Deposit		Austin Hill	Verify - Austin Hill	Wells Fargo Bank - Checking	List Fee	25.00	155,951.81
11/10/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211110	XXXXX5765 STATE	Payroll Liability	-8,590.25	147,361.56

State of Nevada Board of Occupational Therapy

Transaction Report
October - December, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
11/10/2021	Deposit		amy prater	OF NEVADA BOARD Verify - Amy Prater	Checking Wells Fargo Bank - Checking	List Fee	25.00	147,386.56
11/10/2021	Expense			BANKCARD DISCOUNT FEE - 0227295150	Wells Fargo Bank - Checking	Bank Service/Merchant Charges	-0.07	147,386.49
11/10/2021	Expense			BANKCARD INTERCHANGE FEE - 0227295150	Wells Fargo Bank - Checking	Bank Service/Merchant Charges	-136.61	147,249.88
11/10/2021	Deposit		Rebecca Shorts	Verify - Rebecca Shorts	Wells Fargo Bank - Checking	List Fee	25.00	147,274.88
11/10/2021	Expense			BANKCARD FEE - 0227295150	Wells Fargo Bank - Checking	Bank Service/Merchant Charges	-96.50	147,178.38
11/11/2021	Expense		Voya		Wells Fargo Bank - Checking	Deferred Compensation Payable	-611.16	146,567.22
11/12/2021	Deposit		Megan Theuerkauf	New OT - Megan E Theuerkauf	Wells Fargo Bank - Checking	License Fees	400.00	146,967.22
11/12/2021	Deposit		Duchess Menchavez Noble	Fine - Duchess Menchavez Noble	Wells Fargo Bank - Checking	Accounts Receivable	200.00	147,167.22
11/12/2021	Expense	5425	Vital Records Storage		Wells Fargo Bank - Checking	Office Expense:Records Storage	-45.00	147,122.22
11/12/2021	Expense	5424	Legislative Counsel Bureau		Wells Fargo Bank - Checking	Attorney General / Legal Fees	-850.00	146,272.22
11/12/2021	Expense	5426	Staples Advantage		Wells Fargo Bank - Checking	Equipment Purchase	-547.88	145,724.34
11/12/2021	Expense		Voya		Wells Fargo Bank - Checking	Deferred Compensation Payable	-1,101.47	144,622.87
11/14/2021	Deposit		Iris Kwan	Renewal - Iris Kwan	Wells Fargo Bank - Checking	License Fees	250.00	144,872.87
11/14/2021	Deposit		Richard Jr Pass Pass	Verify - Richard Pass	Wells Fargo Bank - Checking	List Fee	25.00	144,897.87
11/15/2021	Deposit		Andrea D Taylor	Verify - Andrea Taylor	Wells Fargo Bank - Checking	List Fee	25.00	144,922.87
11/15/2021	Expense	5428	JK Belz & Associates		Wells Fargo Bank - Checking	Professional Fees:Legislative Services	-2,000.00	142,922.87
11/15/2021	Expense	5427	Information Technology		Wells Fargo Bank - Checking	Office Expense:Telephone	-3.15	142,919.72
11/16/2021	Deposit		Post	Verify - Alex Post	Wells Fargo Bank - Checking	List Fee	25.00	142,944.72
11/17/2021	Deposit		Olivia Dao	Renewal - Olivia Dao	Wells Fargo Bank - Checking	License Fees	250.00	143,194.72
11/17/2021	Deposit		Christina Goshorn	New OTA - Christina Goshorn	Wells Fargo Bank - Checking	License Fees	325.00	143,519.72
11/17/2021	Deposit		Megan Rome	Renewal - Megan Rome	Wells Fargo Bank - Checking	License Fees	175.00	143,694.72
11/18/2021	Deposit		Andria Stafford	Renewal - Andria Stafford	Wells Fargo Bank - Checking	License Fees	250.00	143,944.72
11/18/2021	Deposit		Sirea Manradge	Renewal - Sirea Manradge	Wells Fargo Bank - Checking	License Fees	250.00	144,194.72
11/19/2021	Expense	3314510048	Pitney Bowes		Wells Fargo Bank - Checking	Equipment Rental	-157.80	144,036.92
11/22/2021	Expense		A T & T		Wells Fargo Bank - Checking	Office Expense:Telephone	-42.11	143,994.81
11/22/2021	Deposit		Amanda schwegel	Convert Provisional - Amanda Schwegel	Wells Fargo Bank - Checking	License Fees	100.00	144,094.81
11/23/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211123	XXXXX5765 STATE Wells Fargo Bank - Checking	Payroll Liability	-635.97	143,458.84
11/23/2021	Deposit		ALEXANDRIA WEINZANO	Verify - ALEXANDRIA WEINZANO	Wells Fargo Bank - Checking	List Fee	25.00	143,483.84
11/24/2021	Deposit		Bounrattanasong Phonhnaboth	New OTA - Bounrattanasong Phonhnaboth	Wells Fargo Bank - Checking	License Fees	325.00	143,808.84
11/24/2021	Deposit		Isabel Dominique Real	Convert Provisional - Isabel Dominique Real	Wells Fargo Bank - Checking	License Fees	75.00	143,883.84
11/24/2021	Transfer				Wells Fargo Bank - Checking	WF Mastercard	-278.99	143,604.85
11/24/2021	Deposit		Isabel Dominique Real	Late Fee - Isabel Dominique Real	Wells Fargo Bank - Checking	List Fee	125.00	143,729.85
11/24/2021	Expense		US Treasury	BUSINESS TO BUSINESS ACH IRS	USATAXPYMT 112421 225172853209055 STATE OF NEVADA BOARD Wells Fargo Bank - Checking	Payroll Tax Liability	-7,579.68	136,150.17
11/24/2021	Expense		Voya		Wells Fargo Bank - Checking	Deferred Compensation Payable	-611.16	135,539.01
11/24/2021	Expense	5429	Kahl		Wells Fargo Bank - Checking	Equipment Purchase	-164.50	135,374.51
11/25/2021	Expense		Charter		Wells Fargo Bank - Checking	Office Expense:Internet Service	-139.98	135,234.53
11/25/2021	Expense		Pitney Bowes		Wells Fargo Bank - Checking	Office Expense:Postage and Delivery	-80.74	135,153.79
11/27/2021	Deposit		Alyssa Gremban	Verify - Alyssa Gremban	Wells Fargo Bank - Checking	List Fee	25.00	135,178.79
11/28/2021	Deposit		Rebekah Caballero-Perez	Convert Temp - Rebekah Caballero-Perez	Wells Fargo Bank - Checking	License Fees	100.00	135,278.79
11/29/2021	Deposit		Kelli	Verify - Kelli Kelli	Wells Fargo Bank - Checking	List Fee	25.00	135,303.79
11/29/2021	Deposit		Filipowski	Verify - Megan Filipowski	Wells Fargo Bank - Checking	List Fee	25.00	135,328.79
11/29/2021	Deposit		Maryellen Robinson	Verify - Maryellen Robinson	Wells Fargo Bank - Checking	List Fee	25.00	135,353.79
11/30/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211130	XXXXX5765 STATE OF NEVADA BOARD Wells Fargo Bank - Checking	Payroll Liability	-8,024.07	127,329.72
11/30/2021	Deposit			INTEREST PAYMENT	Wells Fargo Bank - Checking	Interest Income	1.21	127,330.93
12/01/2021	Expense		QuickBooks Online		Wells Fargo Bank - Checking	Office Expense:Dues & subscriptions	-80.00	127,250.93
12/01/2021	Deposit			New OT - Tanya Wellman	Wells Fargo Bank - Checking	License Fees	400.00	127,650.93
12/01/2021	Deposit			Renewal - Alison Latincsics	Wells Fargo Bank - Checking	License Fees	250.00	127,900.93
12/02/2021	Deposit			Renewal - Kelly Zufall	Wells Fargo Bank - Checking	License Fees	175.00	128,075.93
12/02/2021	Expense	5430	Stonebridge ITS		Wells Fargo Bank - Checking	Professional Fees:IT / Technical Support	-135.00	127,940.93
12/02/2021	Expense		Voya		Wells Fargo Bank - Checking	Deferred Compensation Payable	-1,065.22	126,875.71
12/03/2021	Deposit		Pfiffner	Verify - Amber Pfiffner	Wells Fargo Bank - Checking	List Fee	25.00	126,900.71

State of Nevada Board of Occupational Therapy

Transaction Report
October - December, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
12/04/2021	Deposit			Renewal - Kaley Seldon	Wells Fargo Bank - Checking	License Fees	250.00	127,150.71
12/04/2021	Deposit			New OTA - Karry-Ann Morris	Wells Fargo Bank - Checking	License Fees	325.00	127,475.71
12/06/2021	Deposit		Costa	Verify - Lisa Costa	Wells Fargo Bank - Checking	List Fee	25.00	127,500.71
12/07/2021	Expense	5431	JK Belz & Associates		Wells Fargo Bank - Checking	Professional Fees:Legislative Services	-2,000.00	125,500.71
12/08/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211208 XXXXX5765 STATE	Wells Fargo Bank - Checking	Payroll Liability	-532.42	124,968.29
12/08/2021	Deposit			New OTA - Renee Sakata	Wells Fargo Bank - Checking	License Fees	325.00	125,293.29
12/09/2021	Deposit		Morgan	Temp OT - Morgan Goodman	Wells Fargo Bank - Checking	List Fee	300.00	125,593.29
12/09/2021	Deposit		Coleman	List - Carnetta Coleman	Wells Fargo Bank - Checking	List Fee	50.00	125,643.29
12/09/2021	Deposit			New OT - M E Baldwin	Wells Fargo Bank - Checking	License Fees	400.00	126,043.29
12/09/2021	Expense		Voya		Wells Fargo Bank - Checking	Deferred Compensation Payable	-611.16	125,432.13
12/10/2021	Deposit		Kirk	Temp OT - Kirk Denning	Wells Fargo Bank - Checking	List Fee	300.00	125,732.13
12/10/2021	Expense			BANKCARD FEE - 0227295150	Wells Fargo Bank - Checking	Bank Service/Merchant Charges	-74.43	125,657.70
12/10/2021	Expense			BANKCARD DISCOUNT FEE - 0227295150	Wells Fargo Bank - Checking	Bank Service/Merchant Charges	-0.06	125,657.64
12/10/2021	Expense			BANKCARD INTERCHANGE FEE - 0227295150	Wells Fargo Bank - Checking	Bank Service/Merchant Charges	-72.16	125,585.48
12/11/2021	Deposit		Dodds	Verify - Kathryn Dodds	Wells Fargo Bank - Checking	List Fee	25.00	125,610.48
12/13/2021	Payment	1016	ABA Board		Wells Fargo Bank - Checking	Accounts Receivable	3.09	125,613.57
12/13/2021	Deposit			New OTA - Jenhyll Valencia	Wells Fargo Bank - Checking	License Fees	325.00	125,938.57
12/14/2021	Deposit		Haggar	List - Lauren Haggar	Wells Fargo Bank - Checking	List Fee	50.00	125,988.57
12/15/2021	Expense	5432	Vital Records Storage		Wells Fargo Bank - Checking	-Split-	-77.55	125,911.02
12/16/2021	Deposit			Renewal - Maxwell Sand	Wells Fargo Bank - Checking	License Fees	250.00	126,161.02
12/16/2021	Deposit			Renewal - Brittany Dluzneiski	Wells Fargo Bank - Checking	License Fees	250.00	126,411.02
12/17/2021	Deposit			New OT - Meisha Senior	Wells Fargo Bank - Checking	License Fees	400.00	126,811.02
12/17/2021	Deposit			New OT - Jordan Fish	Wells Fargo Bank - Checking	License Fees	400.00	127,211.02
12/20/2021	Deposit			Renewal - Angelica Becerra Hernandez	Wells Fargo Bank - Checking	License Fees	175.00	127,386.02
12/21/2021	Deposit			New OT - Robin Katz	Wells Fargo Bank - Checking	License Fees	400.00	127,786.02
12/21/2021	Deposit			New OT - Bryan Gardner	Wells Fargo Bank - Checking	License Fees	400.00	128,186.02
12/21/2021	Transfer				Wells Fargo Bank - Checking	WF Mastercard	-523.79	127,662.23
12/21/2021	Expense	5433	Risk Management		Wells Fargo Bank - Checking	Insurance	-286.10	127,376.13
12/22/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211222 XXXXX5765 STATE	Wells Fargo Bank - Checking	Payroll Liability	-532.41	126,843.72
12/23/2021	Deposit			Verify - Nathan Gibson	Wells Fargo Bank - Checking	List Fee	25.00	126,868.72
12/23/2021	Expense		A T & T		Wells Fargo Bank - Checking	Office Expense:Telephone	-42.72	126,826.00
12/23/2021	Expense		Voya		Wells Fargo Bank - Checking	Deferred Compensation Payable	-611.16	126,214.84
12/24/2021	Expense	ACH	US Treasury		Wells Fargo Bank - Checking	Payroll Tax Liability	-4,595.28	121,619.56
12/27/2021	Deposit			Renewal - Enrico Roque	Wells Fargo Bank - Checking	License Fees	250.00	121,869.56
12/27/2021	Expense		Charter		Wells Fargo Bank - Checking	Office Expense:Internet Service	-139.98	121,729.58
12/30/2021	Deposit			Renewal - Lorenzie Oberes	Wells Fargo Bank - Checking	License Fees	250.00	121,979.58
12/31/2021	Deposit			INTEREST PAYMENT	Wells Fargo Bank - Checking	Interest Income	1.07	121,980.65
12/31/2021	Expense		QuickBooks Payroll Service	BUSINESS TO BUSINESS ACH INTUIT PAYROLL S QUICKBOOKS 211231 XXXXX5765 STATE	Wells Fargo Bank - Checking	Payroll Liability	-7,149.94	114,830.71
12/31/2021	Deposit		Thomas	New OT - Stacey Thomas	Wells Fargo Bank - Checking	License Fees	400.00	115,230.71
Total for Wells Fargo Bank - Checking							\$ - 55,147.24	
TOTAL							\$ - 55,147.24	

State of Nevada
Board of Occupational Therapy

6170 Mae Anne Ave., Suite 1, Reno, Nevada 89523
Phone (775) 746-4101 / Fax (775) 746-4105 / Website www.nvot.org

AGENDA ITEM 10: Board Activities & Reports From Members
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Appointment of Vice Chair and Financial Reviewer

The Vice Chair serves as Chair in the absence of the Chair; the Financial Reviewer receives monthly financial documents for review and signs the attestation that the financial documents have been reviewed.

Recognition of Service on the Board

Sol Magpantay has served on the Board of Occupational Therapy for six years. Her dedication to the profession and expertise has been greatly appreciated.

2022 Meeting Schedule and Hearing Schedule

Discussion of Meeting Dates:

Disciplinary Hearing in Case No. C22-03
Proposed March 19, 2022

Strategic Planning Retreat
Proposed to be Moved to **August** Due to On-Going COVID-19

Calendar Year 2022	Topics/Comments
January 29	Regulation Hearing / Regular Meeting
April 30	Regulation Hearing / Regular Meeting
August 20	<i>Strategic Planning Retreat– Las Vegas</i> Biennial Budget
November 5	Audit Report Approval

Future Agenda Items

Review of NRS 640A & NAC 640A

Comments from Board Members