

NEVADA FUNERAL AND CEMETERY SERVICES BOARD

MINUTES OF MEETING

Tuesday, March 15, 2016, at 9:00a.m.

Video-Conference Locations:

Division of Employment Training and Rehabilitation
3405 S. Maryland Parkway, Main Conference Room
Las Vegas, Nevada

and

Division of Employment Training and Rehabilitation
1325 Corporate Blvd., Main Conference Room
Reno, Nevada

Please Note: The Board may 1) address agenda items out of sequence to accommodate persons appearing before the Board or to aid the efficiency or effectiveness of the meeting; 2) combine items for consideration by the public body; and 3) 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 241.030)

Public comment is welcomed by the Board, but at the discretion of the chair, may be limited to three minutes per person. A public comment time will be available before any action items are heard by the public body and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and in his/her sole discretion. Once all items on the agenda are completed the meeting will adjourn. Prior to the commencement and conclusions 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.

Action by the Board on an item may be to approve, deny, amend, or table.

1. Call to order, roll call, introduce new members, establish quorum

Members Present

Dr. Wayne Fazzino, Board Chair
Lorretta Guazzini, Board Treasurer
Bart Burton
Brian Rebman
Dr. Randy Sharp

Board Staff Present

Jennifer Kandt, Executive Director
Peter Shaw, Inspector
Marie Paakkari, Executive Assistant

Board Legal Counsel Present

Henna Rasul, Senior Deputy Attorney General

Tammy Dermody, Board Secretary - Absent

There was discussion regarding the public member vacancy. Jennifer Kandt stated that she has been in contact with the Governor's office regarding a possible new Board member from the Department of Veteran's Services.

2. Public comment

Note: No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

3. **REGULATION WORKSHOP** – Workshop to solicit public comment on LCB File Number R067-15 and additional changes to Chapters 451, 452 and 642 of Nevada Administrative Code. The regulation sets forth requirements of locations in regards to identity and dignity of human remains; procedures for obtaining approval of continuing education; interpretation of good moral character; requirements for managing a location; recusal requirements for Board members; procedures for violation notices; disclosures for the statement of goods and services; requirements for embalmers, funeral directors, and funeral arrangers; and providing other matters thereto.

Jay Gunter, owner of Gunter’s Funeral Home questioned the moral character policy in regards to the 5 year provisions. He stated individuals cannot apply to have records sealed until after 7 years, so thought that 7 years would be more appropriate.

Ryan Bowen, owner of La Paloma questioned Section 34(3) regarding obituaries. He stated that he did not understand how this was a public protection issue. He stated that prohibiting the obituaries was going to put the direct cremation facilities at a competitive disadvantage and seemed to be protecting the industry as opposed to protecting the public.

Jennifer Kandt stated that the section dealing with the direct cremation facilities was taken directly from another state.

Ryan Bowen stated that he doesn’t believe that protects the public in any way, and is the industry protecting their own interests.

Jay Gunter stated that he felt obituaries were very important records as he has been able to help people with genealogy and finding relatives.

Ryan Bowen stated that he felt the section dealing with moral character was too broad and thought that there should be some limitations on the Board’s ability to place judgements on people.

Warren Hardy representing La Paloma questioned the moral character clause and asked if it was a catch all or if what was listed above would be what was considered for moral character. He stated that he thinks that goes beyond most statutes.

Jennifer Kandt stated that currently the statute allows for the Board to determine “good moral character”, but does not give any further guidance or limitations on those determinations. This section would give the Board concrete definitions of what would be considered, but would also give them the ability to review any mitigating or aggravating factors associated with the individual cases.

Warren Hardy commented on the section pertaining to limiting the number of locations that a funeral director can manage and he suggested that the section be amended to state that you cannot directly manage more than 3 locations unless you are also the owner. He said that he would like to include that exemption. He said that he thinks that limiting an owner could be problematic.

Warren Hardy also commented on the section regarding visitation and stated that he thought the intent is to prohibit a public visitation which they are in agreement with, but also stated that it would not allow id viewing and was opposed to that.

Warren Hardy stated that he also had concerns regarding the transportation within 90 miles and wanted clarification on the 90 miles.

Jennifer Kandt stated that the Board did need to review the transportation section again and agreed that there were some issues.

Warren Hardy stated that he was opposed to the section requiring a licensed embalmer for a funeral establishment. He stated that the law already requires that a licensed embalmer for all embalming so he thinks this is unnecessary.

Jennifer Kandt stated that funeral establishments may offer embalming services, but when the inspector shows up, they do not have any embalmers on staff and that raises questions.

Joe Eckart stated that he is in support of limiting the number of funeral establishments that a funeral director can manage as they cannot give proper attention to multiple locations. He also stated that he agreed that all viewings should be done through a contracted funeral establishment and not a direct cremation facility as they do not hold the bodies. Joe Eckart stated that other states have transporter licenses. He said that if a licensed funeral establishment is handling the case, then a transporter should be allowed to transport under the funeral establishment license. He also stated that he is in full support of requiring a funeral establishment to employ or retain on contract a licensed embalmer.

Jay Gunter asked what qualified as a sealed container, and Jennifer Kandt stated that the Board had approved sealed caskets, bioseal containers, and zieglers.

Ryan Bowen stated his objection to limiting the number of locations that could be managed by one funeral director.

Wayne Fazzino closed public comment.

4. Discussion, recommendation, and possible action regarding proposed changes to Chapters 451, 452, and 642 of Nevada Administrative Code (For possible action)

Jennifer Kandt stated that the Board had heard from the public and now needed to vote on any changes to the proposed regulations.

Lorretta Guazzini stated that she would like to change the section regarding removal from refrigeration for visitation from 8 hours to 4 hours as families always go over the allotted time. She said she would like it to read not to exceed 4 hours.

There was discussion that the funeral establishment did not have to provide for an 8 hour viewing, but could not exceed 8 hours.

Bart Burton said that he would like to leave it at 8 hours. He said he did not think it was sensitive of the Board to tell the family to hurry along because it is the law. He stated that 8 hours is technically a full working day and a more conscientious approach. The washing can sometimes take 15 – 20 minutes or for someone else could take hours.

Randy Sharp questioned how quickly the body is decomposing over an 8 hour timeframe, and asked if that is a consideration for this section.

Warren Hardy requested that the public be allowed to make additional comments during this section as the Board was considering changing something not previously discussed.

Joe Eckart stated that he felt the Board should leave the maximum timeframe at the 8 hours and then it can be up to the funeral home to limit the number of hours.

Warran Hardy said that he felt the Board should put standard at 4 or 8 hours but have an exemption for religious rituals.

Joe Eckart said that the Board has a responsibility to protect the public and religious rituals don't override that responsibility.

Jim Lee stated that refrigeration does not stop decomposition and there should be limits.

Jennifer Kandt pointed out that Section 3 does allow for further limitations if the local health officer deems necessary and she questioned whether the Board would prefer to give that authority to the funeral director.

Jay Gunter said that he did not think that the funeral establishment or funeral director should make that decision because of communicable diseases.

Brian Rebman stated that having to go through the health officer might be challenging and that maybe having the embalmer make that decision would be more appropriate.

Jennifer Kandt explained that this section was drafted because a family wanted to have an unembalmed body in their home for 3 days after it had come to the funeral establishment for the refrigeration within 24 hours. It was refrigerated within 24 hours, but then nothing else seems to explain how long the body can be removed after that initial 24 hours.

Joe Eckart stated that there are no laws regarding a family having a body in their home and said that the public does not have the same laws as a funeral home.

Jennifer Kandt agreed but stated that if the body has come into the care of the funeral establishment, the funeral establishment then has an obligation to ensure compliance.

Joe Eckart said that he feels that the funeral home could provide a waiver to the public.

Bart Burton moved to approve sections 1-14 and keep section 3 (e) and section 11(2)(e) as written. Brian Rebman seconded the motion and the motion was carried unanimously.

Jennifer stated that currently the Board has full authority to determine good moral character, but no guidelines within regulation on what constitutes good moral character. The Board currently has a policy that they have been using to guide the Board, but if these regulations are adopted, then the policy would be eliminated.

Jay Gunter stated that gross misdemeanors are not addressed, and thinks they should be added. Additionally, he stated that all of the sections should be 7 years, not 5 years.

Dr. Randy Sharp asked as a point of clarification if the Board can keep the policy.

Jennifer Kandt stated that they either need the policy or the regulation change, but cannot have both as they currently exist as they would conflict.

Dr. Wayne Fazzino stated that having the moral character policy gives the Board more discretion.

Warren Hardy said that he does not dispute the Boards decisions regarding moral character, but thinks that it should be in regulation. He said that he has concerns regarding the section at the end which appears to be a loop hole.

Jennifer Kandt stated that it is simply allowing for the Board to review mitigating or aggravating factors in making moral character determinations.

Dr. Randy Sharp moved to change the 5 years to 7 years, add gross misdemeanors and keep the rest the same. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

The Board discussed sections 16–24 and Lorretta Guazzini questioned what would happen to the establishment if they did not renew. Jennifer Kandt clarified that they would not be allowed to operate, and they would need to reapply with a new application.

Lorretta Guazzini stated that she felt that on Section 17 three establishments was a reasonable number. She asked if including the license number on the statement of funeral goods and services was necessary.

Jennifer Kandt stated that it was a way to see who actually made the arrangements.

Lorretta Guazzini moved to accept sections 16-24 with no changes. Bart Burton seconded the motion and the motion was carried unanimously.

The Board discussed sections 25-27 and Lorretta Guazzini questioned section 25 regarding name changes and asked is they would have to wait for a meeting to have this approved.

Jennifer Kandt stated that since it is just a name change, it would not go to a Board agenda.

Lorretta Guazzini moved to accept sections 25-27 with no changes. Bart Burton seconded the motion and the motion was carried unanimously.

There was discussion regarding sections 28–29 and clarification that proof of continuing education would be audited by the Board.

Bart Burton moved to approve sections 28-29 as written. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

Jennifer Kandt stated that in section 30, there was a concern as to what it meant to maintain the “privacy” of the remains and recommended that word “privacy” be changed to “dignity.” She stated that item 2 may actually be redundant since section 1 has a similar requirement.

Brian Rebman stated that he felt that in section 30, item 2 should change privacy to dignity.

Peter Shaw, Board Inspector stated he often sees bodies partially covered or not covered at all, and felt that this section was important.

Dr. Randy Sharp moved to keep section 30 and 31 as written with the exception of changing the word “privacy” to “dignity.” Lorretta Guazzini seconded the motion and the motion was carried unanimously.

Jennifer Kandt stated that the section requiring a licensed funeral director to sign death certificates was already required pursuant to NRS 440, so there was no need for the regulation.

There was discussion regarding requiring a licensed embalmer to remove a pacemaker, and Lorretta Guazzini said that she thought that it was already decided that it would have to be removed by an embalmer. There was discussion that ultimately the Board ended up voting to remove that provision.

Joe Eckert stated that he felt removal of a pacemaker should only be done by a licensed embalmer. He said that he opposed this deletion and feels that it should go back in.

Bart Burton stated that under section 34(a)–(e) that he had a problem with a direct cremation provider not having the same opportunity to provide the family with final rights. He said that he felt direct cremation providers should be allowed to provide rites and provide facilities. He also stated that he felt that they should be able to arrange for an identification viewing at a full service funeral establishment and he said he disagreed with the obituary restriction.

Jennifer Kandt stated that it sounded like Bart Burton was in favor of removing sections 34(a) and (b); keeping (c) and (d) and modifying (e) to clarify that the identification viewing can be arranged and take place at a full service location. And lastly taking out section 3 regarding the obituaries.

Brian Rebman said he agreed that he did not like the wording in (e) and that clarification would be helpful.

There was discussion that (e) should state that the direct cremation facilities are unable to provide for viewing at their location, but can arrange one with a full service provider.

Lorretta Guazzini stated that the direct cremation facilities are limited in what they can do, and that is why there is a separate license. She stated that they are only supposed to arrange direct cremations and nothing else.

Jim Lee of Hites said he is in favor of leaving all items in. He said he has concerns that a direct cremation facility is trying to be a full service funeral establishment when they are not licensed for that purpose.

There was discussion regarding the obituary restrictions and questions regarding how that would be protecting the public.

There was discussion regarding the advertising of direct cremation facilities under section 34(2).

Joe Eckart said he supports the advertising section and thinks it is a matter for the direct cremation facility appropriately wording advertisements, for instance, "cremation arrangements provided by XYZ cremation"

Bart Burton moved to approve 32, 33, 34 with removing 34(1)(a), 34(1)(b), and 34(3), and clarifying 34(1)(e) to state that the direct cremation facility may arrange for an identification viewing at a full service funeral establishment.

Brian asked for clarification on why section 34 (a) regarding not being able to provide rites or services should be taken out.

Bart Burton stated that the direct cremation locations have managing funeral directors, so they should be able to provide rites.

Dr. Wayne Fazzino called for a second on the motion. There was no second, so the motion failed.

Brian Rebman stated that he felt they needed more discussion on (a).

Lorretta Guazzini said that she feels that she follows the regulations for a full service funeral establishment and invested in becoming a full service establishment and that a direct cremation should stick to what they are licensed for, or they should invest in becoming a full service funeral establishment.

Warren Hardy stated that he agreed with Bart Burton regarding removing the restrictions for providing rites and ceremonies, and providing facilities.

Brian Rebman questioned what would be allowed on the general price list.

Lorretta Guazzini moved to approve sections 32-34 as written. There was no second and the motion failed.

Lorretta Guazzini moved to accept 32-34 with the exception of changing (e) to include arranging for identification viewing at a funeral establishment and taking out section 3

regarding obituaries. Brian Rebman seconded the motion with Bart Burton opposing and the motion was carried.

There was discussion regarding the requirement for a funeral establishment employ or retain on contract a licensed embalmer.

Warren Hardy wanted to be clear that this only applies to funeral establishments which offer embalming.

Lorretta Guazzini moved to accept Section 35 language as written clarifying that this only applies to funeral establishments and not direct cremation facilities. Bart Burton seconded the motion and the motion was carried unanimously.

The Board discussed sections 36-39.

Lorretta Guazzini moved to accept sections 36-39 as written. Bart Burton seconded the motion and the motion was carried unanimously.

Jennifer Kandt stated that under section 40, LCB did not like the use of minutes and wanted a mileage. She stated that how this ended up being worded was problematic and a revision would be needed. Jennifer also said that there were still some issues with the regulation requiring embalming for shipment out of state and lastly she said that it was her understanding that the Board is wanting to differentiate between initial transport to the care of the funeral home, then transportation out of state within 90 miles due to some of the neighboring locations.

Lorretta Guazzini stated that she thought it would be better if this section stated that it does not apply to the first call removal instead of the immediate transportation.

Lorretta Guazzini stated that if the body was being taken to Susanville, it could not be taken more than 90 miles unless it was in a sealed container.

Jennifer Kandt asked if the Board felt that it was an issue for bodies to be transported out of state without being in a sealed container.

Brian Rebman commented that someone cannot transport from state to state without a permit.

Joe Eckart discussed the fact that some states offer courtesy cards which allow licensees in one state to go to another state to transport.

Jennifer Kandt commented that individuals die in California and are brought into Nevada's Medical Examiner's Office and are then taken back to California. She stated that she was not sure if a permit was being issued because that person did not die in Nevada.

There was discussion on where the documents are being generated and Rick Noel commented that the documents are typically generated in the state of death.

Jennifer Kandt commented that there were two separate issues. She said that it appears that the Board does not want the section to apply to initial transport, then not apply to the transportation to a crematory or cemetery within 90 miles.

Brian Rebman moved to approve changes and add language regarding transporting out of state within 90 miles.

Warren Hardy stated that his concerns regarding this section are alleviated with these changes. Brian stated that number 3 should be changed to remove all of the current yellow section, and then add number 4 regarding transportation within 90 miles. Brian expressed concern that this section affects him directly and wondered if he should recuse himself.

Legal counsel advised that if he felt he should recuse himself he needed to withdraw his motion.

Brian Rebman withdrew his motion.

Jay Gunter stated that he felt it would be more appropriate to have limitations on hours instead of mileage. He stated that he puts bodies in pouches, but not sealed containers.

Jennifer Kandt stated that there were no limitation on the immediate transportation (first call removal).

Jay Gunter stated that his concern is that he has burials in Duckwater which is 300 miles away, so with the regulation he would need to place them in a sealed container.

The Board discussed differentiating between in state transportation and out of state transportation within 90 miles. Jennifer Kandt stated that LCB changed from minutes to miles. There was general consensus that in state transportation would not require a sealed container and of state within 90 miles would also be ok without a sealed container.

Dr. Randy Sharp questioned whether there is a problem with disease in an unembalmed body and whether it should be in a sealed container.

Joe Eckart said that he doesn't think that the language out of state needs to be in there as once they pass the state line, they are not under jurisdiction of Nevada.

Jennifer Kandt stated that the Board has jurisdiction over any person who is licensed in the state of Nevada and if they choose to transport more than 90 miles out of state without a sealed container the Board could take action. She also stated that if someone is bringing a body into Nevada, requirements could be placed upon any body coming into the state.

Bart Burton moved to accept section 40 with clarifying that the requirement for a sealed container does not apply to the immediate transportation to the care of a funeral establishment, does not apply to the in-state transportation to the care of a funeral establishment, cemetery, or crematory, and does not apply to out of state transportation within 90 miles. Lorretta Guazzini seconded the motion and the motion was carried unanimously with Brian Rebman abstaining.

There was discussion regarding sections 41-44.

Bart Burton moved to approve sections 41- 44 as written. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

Jennifer Kandt stated that LCB will not be drafting the language regarding a timeframe to allow for arrangers to become licensed and for crematory operators to obtain training. She stated that LCB indicated that the Board does not have that authority to make those changes as they feel the Board would be allowing unlicensed activity. She stated that LCB indicated it would require a statutory change.

Warren Hardy stated that they would pursue legislative change and asked if the Board would support a statutory change for those items.

Dr. Wayne Fazzino stated the agenda item would need to be discussed.

Rick Hearn from Waltons indicated that they did not feel that processing the remains should be part of operating the crematory equipment since it is a separate machine, but would support the change if the manufacturers are able to provide the training.

Dr. Randy Sharp moved to approve section 44 as written, items 1 - 4 as written, and add items 5 & 6 on a future agenda. Bart Burton seconded the motion and the motion was carried unanimously.

- 5. Discussion, recommendation, and possible action regarding review and approval of minutes of meetings (For possible action)**
 - a. December 15, 2015

Bart Burton moved to approve the minutes of the December 15, 2016 meeting, Lorretta Guazzini seconded the motion and the motion was carried unanimously.

- 6. Discussion, recommendation, and possible action regarding Consent Decrees for case numbers FB15-12 and FB15-13 (For possible action)**
 - a. Valley Cremation and Burial, Crematory License No. CRE71 – FB15-12

Bart Burton moved to approve the consent decree. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

- b. Valley Memorial Funeral Home, Establishment Permit No. EST71 – FB15-13

Bart Burton moved to approve the consent decree. Dr. Randy Sharp seconded the motion was carried unanimously.

- c. Frank Zimmerman, Funeral Director License No. FD15 – FB15-13

Bart Burton moved to approve the consent decree. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

- 7. Discussion, recommendation, and possible action regarding granting the following Funeral Arranger License (For possible action) (Closed session may be held to consider character, alleged misconduct, professional competence, and physical and mental health pursuant to NRS 241.030)**
 - a. Karla Morales

Bart Burton moved to approve a funeral arranger license to Karla Morales. Brian Rebman seconded the motion and the motion was carried unanimously.

- 8. Discussion, recommendation, and possible action regarding granting the following Embalmer Licenses (For possible action)**
 - a. Dale Allen Deckard

Bart Burton moved to approve an embalmer license to Dale Allen Deckard. Dr. Randy Sharp seconded the motion and the motion was carried unanimously.

- b. James Clark Graff

Dr. Randy Sharp moved to approve an embalmer license to James Clark Graff. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

- c. Matthew Richard Hoyle

Bart Burton moved to approve an embalmer license to Matthew Richard Hoyle. Dr. Randy Sharp seconded the motion and the motion was carried unanimously.

- d. Phuong-Giao Le

Brian Rebman moved to approve an embalmer license to Phuong-Giao Le. Lorretta Guazzini seconded the motion and the motion was carried unanimously with Bart Burton recusing as the applicant is an employee of the same company.

- e. Bryan Burbank Randall

Bart Burton moved to approve an embalmer license to Bryan Burbank Randall. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

- f. Douglas Lee Ray
Application was withdrawn.

g. Coby Jones Zobell

Bart Burton moved to approve an embalmer license to Coby Jones Zobell. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

9. Discussion, recommendation, and possible action regarding request for approval of new Managing Funeral Director for the following (For possible action)

a. Timothy Paul Fanelli – FitzHenry's Carson Valley Funeral Home EST58 and FitzHenry's Funeral Home EST36

Dr. Randy Sharp moved to approve Timothy Paul Fanelli as Managing Funeral Director for FitzHenry's Carson Valley Funeral Home. Lorretta Guazzini seconded the motion and the motion was carried unanimously with Bart Burton recusing as the applicant is an employee of the same company.

b. James A. Lee FD69 – Pahrump Family Mortuary EST56

Bart Burton moved to approve James A Lee as Managing Funeral Director for Pahrump Family Mortuary. Lorretta Guazzini seconded the motion and the motion was carried unanimously

c. Jaye MacPherson FD202 – Neptune Society – Las Vegas DC64L

Lorretta Guazzini moved to approve Jaye MacPherson as Managing Funeral Director for Neptune Society-Las Vegas. Dr. Randy Sharp seconded the motion and the motion was carried unanimously with Bart Burton recusing as the applicant is an employee of the same company.

d. Paul Noell FD903 – Mountain View Mortuary EST3

Bart Burton moved to approve Paul Noell as Managing Funeral Director for Mountain View Mortuary. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

e. Nathan R. Stiffler FD857 – Bunker's Mortuary EST10

Lorretta Guazzini moved to approve Nathan R. Stiffler as Managing Funeral Director for Bunker's Mortuary. Dr. Randy Sharp seconded the motion and the motion was carried unanimously.

10. Discussion, recommendation, and possible action regarding granting a Direct Cremation Facility Permit to Sunrise Cremation Society – 401 Max Ct., Henderson, NV. (For possible action)

Bart Burton moved to approve the new permit pending inspection. The motion was seconded by Lorretta Guazzini and carried unanimously.

11. Discussion, recommendation, and possible action regarding authority for Executive Director to select licensing software (For possible action)

Jennifer Kandt stated that she would like to have authority to choose a licensing software vendor provided the costs are close to the current allowed costs. She stated that she believed a new vendor could provide more services than what is currently being provided. Lorretta Guazzini asked if Jennifer Kandt was ready to take on the implementation of the new software and Jennifer Kandt indicated that even though it would be a substantial amount of work up front, ultimately it would be beneficial to the Board and to licensees.

Lorretta Guazzini moved to give authority to the Executive Director to choose new licensing software. Bart Burton seconded the motion and the motion was carried unanimously.

12. Discussion, recommendation, and possible action regarding continuing education (For possible action)

a. Dealing Effectively with Grief and Loss – One (1) Unit

Lorretta Guazzini moved to approve one unit. Dr. Randy Sharp seconded the motion and the motion was carried unanimously.

- b. Funeral Professional Series – Five (5) Units

Lorretta Guazzini moved to approve five units. Bart Burton seconded the motion and the motion was carried unanimously.

- 13. **Discussion, recommendation, and possible action regarding review of the following crematory operator certification course (For possible action)**

- a. Thermtec

Bart Burton moved to approve. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

- b. Matthews Cremation

Jennifer Kandt stated that this request for Matthews would also allow for an online training that Matthews provides through a webinar.

Bart Burton moved to approve. Lorretta Guazzini seconded the motion and the motion was carried unanimously.

- 14. **Discussion, recommendation, and possible action regarding revised FY2016 Budget (For possible action)**

Jennifer Kandt requested approval of revised FY2016 budget.

Bart Burton moved to approve the revised budget. Dr. Randy Sharp seconded the motion and the motion carried unanimously.

- 15. **Financial Reports**

- a. Regulatory Fee Collection

Jennifer Kandt presented the regulatory fee collection report.

- b. FY2016 Budget vs. Actuals

Jennifer Kandt presented the budget vs. actuals report for FY2016.

- 16. **Overview of current complaint status**

Jennifer Kandt presented an overview of the current complaint status.

- 17. **Report from Executive Director, Jennifer Kandt**

Jennifer Kandt presented a written report.

- 18. **Report from Senior Deputy Attorney General**

Senior Deputy Attorney General, Henna Rasul stated that she did not have anything to report.

- 19. **Board member comments**

- 20. **Discussion regarding future agenda items and future meeting dates**

Board meeting dates were kept as follows:

Tuesday, June 7, 2016 (this date ultimately changed to June 14, 2016)

Tuesday, September 20, 2016

Tuesday, December 13, 2016

- 21. **Public comment**

Note: No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

- 22. **Adjournment (For possible action)**

Meeting was adjourned at 4:00 p.m.