

NEVADA STATE BOARD OF ATHLETIC TRAINERS

AGENDA AND NOTICE OF PUBLIC MEETING

DATE & TIME: July 7, 2022 @ 2:30 p.m.

Zoom Access:

Meeting ID: 897 506 8640

Passcode: 640B

<https://us06web.zoom.us/j/8975068640?pwd=ckhJYStrbi9wWk5BbXdKQXITMnVCZz09>

The Board is pleased to invite individuals of the public to participate remotely using ZOOM. To learn more about Zoom, go to <https://zoom.us/>. On the scheduled day and time of the meeting, visit the ZOOM website and click “Join a Meeting.” You will be prompted to enter your name, along with the Meeting ID and Meeting Passcode above.

PLEASE NOTE: The Board may take items out of order, combine items for consideration, and items may be pulled or removed from the agenda at any time. Public comment will be taken at the beginning and end of the meeting. The public may provide comment on any matter within the Board’s jurisdiction and/or authority, whether or not that matter is a specific topic on the agenda. However, prior to the commencement and conclusion of a contested case or quasi-judicial proceeding that may affect the due process rights of an individual, the Board may refuse to consider public comment on that item. (NRS 233B.126) Public comment that is willfully disruptive is prohibited, and individuals who willfully disrupt the meeting may be removed from the meeting. (NRS 241.030(5)(b)) 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). Once all items on the agenda are completed, the meeting will adjourn.

1. Call meeting to order, introduction of members to determine the presence of a quorum.
2. Public comment.

NOTE: Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Chair of the Board. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Chair of the Board may allow additional time to be given a speaker as time allows and at their sole discretion. Comments will not be restricted based on viewpoint. No action 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. Update on new Board appointments. Introduction of new Board members. **(Discussion)**
4. Review and approve Board meeting minutes of January 31, 2022. **(For Possible Action)**
5. Update on disciplinary action reports and investigations of unlicensed activity. **(Discussion)**
6. Review and discuss financial status of the Board, including approval of all claims and expenses from last meeting on January 31, 2022 through May 31, 2022. **(For Possible Action)**

7. Review and discuss the findings made by the Subcommittee on Dry Needling and approve their recommendations on which licensees fulfill the statutory requirements for dry needling. **(For Possible Action)**
8. Review and discuss the documentation submitted by licensed athletic trainers who missed the deadline for the previous Subcommittee meeting or recently completed the required Dry Needling course and approve those that fulfill the statutory requirements for dry needling. **(For Possible Action)**
9. Review and discuss the approval of adding a reference guide and/or sample verification form to the Dry Needling application process. **(For Possible Action)**
10. Review and approve reimbursing Michelle Cothrun, Executive Secretary, the cost of three years of Otter.ai transcription services. **(For Possible Action)**
11. Open Meeting Law training with Harry Ward, DAG. **(Discussion)**
12. Review and discuss the approval of a Board Public Record Request policy, including the approval of a request form and additional page on the Board website. **(For Possible Action)**
13. Review and discuss the Wells Fargo banking account and approve the following: the addition of Desktop Deposit and Basic Banking services and of one or two Board members to act as dual custody approvers. **(For Possible Action)**
14. Review and approve a Board member and the Executive Secretary attending the 2022 BOC conference. **(For Possible Action)**
15. Update on the LogiForms online initial application for licensure. **(Discussion)**
16. Review and discuss adding a National Healthcare Practitioner Databank (NHPD) query to the licensing process. **(For Possible Action)**
17. Review and discuss withdrawing the LCB File No. R148-20 regarding pretrial motions and modifying the Board's fee schedule. **(For Possible Action)**
18. Review and discuss possible new regulations: **(For Possible Action)**
 - a. Adding a temporary license provision for licensed athletic trainers who move to the State to work over the summer;
 - b. Adding a license status of "retired" instead of "expired" for those licensees retiring from the profession with a license in good standing, including a possible nominal fee;
 - c. Reduce initial licensure fees to \$200 and renewals to \$125;
 - d. Adding a veteran's expedited license with 50% fees;
 - e. Removing and/or changing the NRS requirement for a Board member that is a dual-licensed Athletic Trainer and Physical Therapist.
 - f. Adding the ability for the Board to issue citations and fines for unlicensed activity.

19. Review and discuss the addition of a merit and/or cost of living increases to the annual review process for the Executive Secretary position. **(For Possible Action)**
20. Review and approve the process of hiring of a Legislative consultant. **(For Possible Action)**
21. Review and approve the cancellation of the AT&T landline and approve the cost of using Zoom phone for phone service. **(For Possible Action)**
22. Report from Executive Secretary, Michelle Cothrun. **(Discussion)**
23. Report from Harry B. Ward, Deputy Attorney General. **(Discussion)**
24. Future agenda items. **(Discussion)**
25. Discussion and possible decision on date of next meeting. **(For Possible Action)**
26. Public comment.

NOTE: Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Chair of the Board. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Chair of the Board may allow additional time to be given a speaker as time allows and at their sole discretion. Comments will not be restricted based on viewpoint. No action 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)

27. Adjournment. **(For Possible Action)**

Pursuant to NRS 241.030 the board may close the meeting to consider the character, misconduct, competence, or health of a person.

Items on the agenda may be taken out of order; items may be combined for consideration by the public body; and items may be pulled or removed from the agenda at any time.

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

The Board may allow for public comments after each agenda item. In consideration of others, please limit your comments to no more than five (5) minutes. Prior to the commencement and conclusion of a contested case or quasi-judicial proceeding that may affect the due process rights of an individual, the Board may refuse to consider public comment. See NRS 233B.126. Public comment options may include, without limitation, telephonic or email comment. To submit public comment, contact Michelle Cothrun at (775) 787-2636 or atrain@nsbat.nv.gov.

The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to participate in the meeting. If accommodations are necessary, please contact Michelle Cothrun, Executive Secretary, at (775) 787-2636 no later than 9:00am the day before the meeting. Board meeting correspondence and supporting materials may also be obtained by contacting Michelle Cothrun at (775) 787-2636 or atrain@nsbat.nv.gov or by visiting <http://nevadaathletictrainers.nv.gov/>

**NOTICES FOR THIS MEETING HAVE BEEN POSTED IN ACCORDANCE WITH
NRS 241.020, ON OR BEFORE THE THIRD WORKING DAY BEFORE THE MEETING,
AT THE FOLLOWING LOCATIONS:**

- *State of Nevada, Department of Administration Public Notice website: <http://notice.nv.gov/>
- *The Nevada State Board of Athletic Trainer's website: <http://nevadaathletictrainers.nv.gov/>
- *The Board office at 6170 Mae Anne Avenue, Ste 1, Reno, NV 89523-4705

In addition, this notice/agenda was mailed, e-mailed or faxed to groups and individuals as requested.

MINUTES OF THE MEETING FOR THE NEVADA STATE BOARD OF ATHLETIC TRAINERS (NSBAT)

DATE & TIME: January 31, 2022 @ 2:30 p.m.

Public Access with Zoom:

Meeting ID: 897 506 8640

Passcode: 640B

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1. Meeting called to order by NSBAT Chair, Tedd Girouard at 2:36 PM.

Board Members Present: Tedd Girouard, Keoni Kins, Jay Cambridge, and Kyle Moore.

Staff Present: Harry Ward, Deputy Attorney General, and Michelle Cothrun, Board Executive Secretary.

2. **Public comment.** Tedd Girouard informs the Board that he invited Bryan Lindl to attend today’s meeting. Bryan has applied to be a member of the Board but has not been appointed by the Governor. Bryan introduces himself as an Assistant Athletic Trainer at UNLV. He works with the Men's basketball and golf teams.

Tedd expresses his appreciation for Bryan attending and asks Michelle if she has received any other public comment. Michelle confirms that she has not and there is no further public comment.

3. **Update on new Board appointments. (Discussion)** Michelle reports to the Board that the Governor's office responsible for Board appointments has informed her that our Board has received three applications. All three are excellent candidates. Unfortunately, none of them can fill the dual-licensed role. We have yet to hear of any appointments and must be patient since the Governor’s office is overwhelmed.

Tedd asks Keoni Kins about his outreach efforts. Keoni states that he attended the last Physical Therapy Board meeting as a member of the public to remind them of the dual-licensed vacancy on our Board. One of the PT Board members suggested changing the dual-licensed member to another public member when our Board looks at opening our statutes and supporting regulations. Keoni shared the information of where to apply with those in attendance and with the Nevada chapter of the American Physical Therapy Association. He did have one person who attended reach out and said that they had a colleague who was dual-licensed and interested in applying. Keoni will follow up with them personally to see if they are still interested.

Tedd adds that the next Board should consider altering the requirement of a dual-licensed Board member. There is no further discussion.

4. **Review and approve Board meeting minutes for the following: January 8, 2021 Workshop; January 8, 2021 Board meeting; January 29, 2021; April 19, 2021; and September 13, 2021. (For Possible Action)**

Tedd Girouard would like to consider and approve the meeting minutes one at a time. Harry Ward, Deputy Attorney General, reminds the Board that if they were not at the meeting, they can approve as to form and not as to content. However, the January 8, 2021 meetings were the first official meetings for Jay Cambridge and Kyle Moore.

Tedd begins the review and approval process with the January 8, 2021 Workshop meeting minutes. Tedd asks if there are any comments on the workshop meeting minutes. Seeing none, Tedd Girouard motions to approve the

Board meeting minutes for the January 8, 2021 Workshop. Keoni Kins seconds, and the motion passes.

Tedd asks if there are any comments for the Board meeting that followed the workshop. He does not have any and sees none from the other Board members. Tedd Girouard motions to approve the Board meeting minutes for the January 8, 2021 Board meeting. Jay Cambridge seconds, and the motion passes.

Tedd moves on to the meeting minutes for January 29, 2021. He asks if there are any comments on this one. Seeing none, Tedd Girouard motions to approve the Board meeting minutes for January 29, 2021. Jay Cambridge seconds, and the motion passes.

Tedd considers the next meeting minutes for April 19, 2021. He asks if there are any comments and there are none. Tedd Girouard motions to approve the Board meeting minutes for April 19, 2021. Jay Cambridge seconds, and the motion passes.

Tedd finishes the set with the meeting minutes for September 13, 2021. He asks if there are any comments on these last meeting minutes and there are none. Tedd Girouard motions to approve the Board meeting minutes for September 13, 2021. Jay Cambridge seconds, and the motion passes. There is no further discussion.

5. Update on disciplinary action reports and investigations of unlicensed activity. (For Discussion)

Michelle Cothrun informs the Board that we have 294 active licensees. She does not expect the number of active licensees to change this quarter; however, the numbers usually do change after Renewals.

She explains that there is an ongoing investigation of unlicensed activity, and that individual happens to be licensed with another board. That board has reached out to inquire about our investigation, because they received a complaint that this individual is working outside of their scope of practice. Michelle checked with Harry Ward, since complaints are confidential, before sharing information with their Executive Director and Investigator.

Tedd asks if that individual is representing themselves as an athletic trainer. Michelle explains that the individual may not be, but they have been hired to fill the position of an Athletic Trainer. Part of the complaint alleges that someone at Washoe County School District is giving permission for these hirings. There may have been difficulties with hiring Athletic Trainers during the pandemic, probably from a financial standpoint. Even so, other professionals cannot fill the role of a licensed Athletic Trainer. Michelle adds that the other Board has jurisdiction over this individual and their license; however, our Board, outside of seeking an injunction, does not have any other recourse. She anticipates that this investigation will continue for some time. There is no further discussion.

6. Review and discuss financial status of the Board, including approval of all claims and expenses from last meeting on September 2021 through December 2021. (For Possible Action)

Michelle Cothrun explains to the Board that the date range of the financials provided starts in July 2021 through the end of the year. However, the expenses are dated and the ones beginning in September are easy to identify. Keoni Kins, as the Treasurer, confirms that the documents Michelle has provided are up to date and look accurate to him.

Tedd asks for any comments before voting to approve. Since there are none, Tedd Girouard motions to approve all claims and expenses from September 2021 through December 2021. Jay Cambridge seconds, and the motion passes.

7. Review and discuss the findings made by the Subcommittee on Dry Needling and approve their recommendations on which licensees fulfill the statutory requirements for dry needling. (For Possible Action) Michelle Cothrun reminds the Board that the licensees are referred to by a randomly assigned number. She lists the numbers of the applicants that have been reviewed by the Subcommittee, which are all recommended to pass. Kyle Moore adds none were recommended to be reviewed by the full Board. There were a couple that supplied additional documentation. They have all met the qualifications discussed and no applications ended up being questionable in the eyes of the Subcommittee.

Michelle, in response to Kyle's question, confirms that all applications that have been received have been reviewed. The Board discusses how to handle any applications to dry needle that may be received between now and Renewals. Keoni asks Michelle to review the process to notify the applicants whether their application has been approved or not. Michelle explains that she updates their licenses to indicate they have met the requirements to perform dry needling. She emails the licensees to let them know they have been approved to dry needle and includes their updated license. She also updates the active licensee list, which shows a green checkmark for those licensees that are Board approved to dry needle.

Tedd suggests doing the Subcommittee reviews on a schedule, possibly three times a year to coincide with the Board meetings. A schedule would alert licensees of when they should be submitting their documentation. Keoni states that a prescribed timeline would not necessarily be helpful just for the person who moves here and wants to dry needle immediately upon their license being approved. The heavy lifting is done. We should anticipate increased activity annually with new grads and during the renewal process. As was decided at a previous Board meeting, the Subcommittee should meet as needed with the Board open to holding a special meeting so as not to delay licensees from practicing fully.

Tedd Girouard motions that numbers 89, 97, 99, 101, 103, 104, 105, 106, 107, and 108 have met the requirements set forth by the Board and the State of Nevada to allow them to do Dry Needling in the state of Nevada as Athletic Trainers. Keoni Kins seconds, and the motion passes.

Tedd expresses appreciation for the Subcommittee taking on the extra work of the dry needling reviews. The bulk of the reviews have been completed and there should not be that much work moving forward. He thanks the Subcommittee and there is no further discussion.

8. Review and discuss the approval of combining both Wells Fargo accounts into one Analyzed Business Checking account and the associated fees. (For Possible Action) Michelle Cothrun explains how the Board came to have an analyzed business checking account after having been a victim of fraud, mainly for the extra measures of fraud protection. For instance, checks only get cashed if they have been entered in the system. Two separate accounts are not necessary. Michelle thought the separate account that is used as a savings account was for reserves. However, a reserves account is an internal accounting document. It would be more convenient to have just same.

Tedd asks if any Board members have any questions. Keoni Kins comments that we make sure that by consolidating the accounts we do not go over the amount that would be Federally insured. Tedd adds that he would and there are none.

Tedd Girouard motions to approve combining both Wells Fargo accounts into one analyzed business checking account and paying the associated fees. Keoni Kins seconds the motion, and it passes.

9. Review and approve the cost of printing letterhead and envelopes with the Board's updated mailing address, in addition to the reminder postcards for 2022 Renewals. (For Possible Action) Michelle Cothrun goes over the cost of printing letterhead and envelopes. Regarding the reminder postcards, she can give the printer an Excel file and they can do a mail merge. They also get a reduced rate on postage. Taking into consideration the price of postage and the address labels, having the printer add the mailing addresses and postage will cost about \$50.00 more than if Michelle were to do that work herself. Tedd asks if there are any questions or comments and there are none. Tedd confirms that the Board will not print letterhead before motioning.

Tedd Girouard motions to approve the cost of printing envelopes with the Board's updated mailing address, and reminder postcards for 2022 Renewals via the company Keystone Printing. Jay Cambridge seconds and the motion passes.

10. Update on converting the initial application to an online version. (Discussion) Michelle Cothrun explains that the Board members were sent a link to a preview that is not live yet. Michelle plans on making changes to what she has prepared so far to make the initial application more streamlined. The preview version when printed is thirteen (13) pages long, which is tedious to complete. Instead, the application can be a multi-page form.

colleges and universities; however, the additional spaces can be made dependent. The same holds true for the 5-year work history. Eventually, Michelle can also convert the Dry Needling application to an online form. LogiForms has a drag and drop feature to upload multiple documents at once.

Michelle asks the Board for feedback regarding the updated paper form itself. She questions whether there is any need for a pdf of the application since the information will be stored in the database. She did confirm with the Department of Public Safety, and they said it is best practice to keep an original signature. Therefore, the only document that requires an original signature is the Fingerprint Background Waiver. Tedd Girouard states that he

would like to see the Board move away from paper, which is less secure than data stored digitally. Jay Cambridge and Kyle Moore agree. Kyle adds that the online process is easier for an applicant, especially using an e-signature.

Tedd reiterates that the Board already voted on removing the notary requirement. Harry Ward states that if the Regulations don't require a notarized signature, the Board may move away from that. And likewise, for signatures. A copy of his signature, for instance, usually suffices for contracts with the state of Nevada.

Tedd suggests to Michelle that they work together to remove redundancies. For example, the Board does not need to know all the colleges an applicant attended, only the one that allowed them to sit for the Board of Certification exam. For the record, Harry Ward confirms that it would not be a violation of the Open Meeting Law for the Board Chair and Michelle to get together to work on the application. He cautions that they look at the regulations and that the work done together on the application would eventually be approved by the Board. Keoni Kins agrees that Michelle consult the Board's statutes and regulations to include only what is necessary and remove redundancies. He also wants this Board to update their statutes to include an expedited licensure process for active military, veterans, and their spouses. Adding the military questions to the initial application would allow the Board to do that efficiently and not have to update the form again in the future. Michelle will add updating the Board's regulations to include the military expedited license and the 50% fees to a future agenda. Tedd asks for any other comments, and there is no further discussion.

11. Review and discuss the annual review of executive secretary performance and create a salary schedule that includes merit and/or cost of living increases. (For Possible Action) Tedd Girouard informs the Board that he and Michelle Cothrun met this morning to go over her performance evaluation. Tedd agrees with Michelle's self-evaluation and reminds the Board that a copy is included with the meeting materials.

The major area discussed was the preparation for Board meetings and not being in compliance with Open Meeting Law. Over the years, there were lots of little transgressions so meetings would need to be rescheduled, which proved difficult given everyone's schedules. They discussed ways to improve the meetings moving forward and how the Board could facilitate to make her job easier. For further training, Tedd suggested that Michelle attend the BOC regulatory meeting this summer. He has benefited by attending and observed that other Athletic Training boards send their Executive Directors or Secretaries. Tedd then asks for any questions or comments before shifting the discussion to merit and/or cost of living increases.

Tedd confirms that Michelle has not had a raise since she started in 2017. At the minimum a cost-of-living increase for the Board's employee would be fair. Jay Cambridge is surprised to hear Michelle has not had an increase, as she is a great asset for the Board. Keoni Kins agrees with Jay and would like to create an internal policy so that the next Board does not forget about annual reviews with merit and/or annual cost of living increases. An internal policy whereby any employees of the Board are eligible, upon approval from the Board, for an annual increase and a COLA increase that is in line with the State of Nevada so that future employees are not shortchanged. Tedd adds that he would not want to tie future Board's hands by using the metric of the State for cost-of-living increases.

Considering that it has been five years, Tedd suggests raising Michelle's salary from \$20,000 to \$25,000 per year. Tedd reminds the Board that Michelle is contracted to work 15 hours per week in this role; however, some weeks she works significantly more hours. With that in mind, Tedd has asked Michelle to keep a time log of what she is doing and when, which can ultimately help the Board in future discussions regarding salary.

Keoni calculates that if Michelle had been getting a 3% cost of living increase for the last five years, her salary now would be around \$23,200. So he does not disagree with Tedd's recommendation to consider a new salary of \$25,000. Kyle Moore agrees and adds that during his brief time on the Board, Michelle has taken on the Subcommittee on Dry Needling and monitoring Senate Bill 335, which put the Board at risk of abolishment. Those items put her over the number of hours she is required to work. He would argue more on the salary, depending on the percent for cost of living.

Tedd suggests \$26,000 and asks Jay for his input. Jay agrees with Kyle and thinks the number should be closer to \$30,000. Tedd would like to focus on the salary increase today and suggests doing research on cost-of-living increases before the next Board meeting. The cost-of-living increase does not have to be tied to the State policy for State employees. There have been many years when State employees do not get an increase, but the cost of living does increase. Harry Ward recommends adding a start date for the salary increase. Before he motions, Tedd asks the Board members if they disagree or have any other thoughts, and there are none.

Tedd Girouard motions, effective March 1, 2022, the Executive Secretary salary will increase to \$26,000 annually. Kyle Moore seconds, and the motion passes. Tedd thanks Michelle for all of her work and apologizes that her salary has not been addressed sooner. There is no further discussion.

12. Report from Executive Secretary, Michelle Cothrun. (Discussion) Michelle Cothrun informs the Board about the following items:

- a. Discussion at the last Admin Collaborative that Business and Industry plans on submitting legislation for consolidating Boards.
- b. The purchase of a new laptop.
- c. Possibly withdrawing the LCB file from 2018 that was given a new file number. The Board's fee schedule needs to be reviewed again.
- d. Open Meeting Law training for new Board members.
- e. Puliz storage account has not been resolved. The new company still bills for the closed account and has not given the Board credit for the last payment paid when the account was closed.

13. Report from Harry B. Ward, Deputy Attorney General. (Discussion) Harry Ward informs the Board that he has given other board Open Meeting Law training and that the Attorney General's Office has a manual online. He recommends having the training this year. Tedd Girouard would like the training added to the next agenda. There is no further discussion.

14. Future agenda items. (Discussion) The Board members discuss adding the following items for discussion and possible action on the next agenda:

- a. Hiring a Legislative consultant to keep the Board informed of potential legislative items.
- b. Removing the requirement of the dual-licensed Athletic Trainer/Physical Therapist serving on the Board.
- c. Having a Board member and Michelle Cothrun attend the BOC regulatory conference.
- d. Review the Board's fee schedule.
- e. Withdrawing the LCB file regarding pretrial motions.
- f. Cost of living increase schedule for the Executive Secretary role.
- g. Expediting applications and reducing fees for veterans, active Military, and their spouses.
- h. Open Meeting Law training.

15. Discussion and possible decision on date of next meeting, including the possibility of scheduling the 2022 calendar year for the Board. (For Possible Action) Tedd Girouard starts the discussion by stating that the nature of athletic training as a profession, especially for those like Kyle Moore that travel with teams, makes it impossible to schedule meetings for an entire year. Harry Ward suggests that the Board not decide on a date for the next meeting, but instead have Michelle poll the Board members at a future time. Tedd suggests sending out a poll in March to possibly meeting late April or May. No action is taken, and there is no further discussion.

16. Public comment. Bryan Lindl is the only member of the public in attendance, and he has no comment. No public comment.

17. Adjournment. (For Possible Action) Tedd Girouard adjourns the meeting at 3:56pm.

**** MEETING MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT SCHEDULED BOARD MEETING**

Nevada State Board of Athletic Trainers

Balance Sheet
As of May 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Business Mkt Rate Public Funds	0.00
Wells Fargo Business Checking	165,205.91
Total Bank Accounts	\$165,205.91
Other Current Assets	
Supplies Inventory	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$165,205.91
Other Assets	
Other Investments	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$165,205.91
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	148.53
Total Accounts Payable	\$148.53
Other Current Liabilities	
Accrued Expenses	0.00
Payroll Liabilities	0.00
940	51.00
941	879.01
NV Unemployment	26.00
Total Payroll Liabilities	956.01
Unearned or Deferred Revenue	18,512.50
Total Other Current Liabilities	\$19,468.51
Total Current Liabilities	\$19,617.04
Total Liabilities	\$19,617.04
Equity	
Opening Bal Equity	0.00
Unrestricted Net Assets	130,466.85
Net Income	15,122.02
Total Equity	\$145,588.87
TOTAL LIABILITIES AND EQUITY	\$165,205.91

Nevada State Board of Athletic Trainers

Profit and Loss
July 2021 - May 2022

	TOTAL
Income	
Interest Income	18.40
License Revenue	48,387.50
Other Types of Income	25.00
Total Income	\$48,430.90
GROSS PROFIT	\$48,430.90
Expenses	
Contract Services	
Accounting Fees	800.00
Legal Fees	1,186.90
Total Contract Services	1,986.90
Operations	
Bank Charges	1,447.50
Postage, Mailing Service	314.53
Printing and Copying	147.45
Supplies	3,417.72
Telephone, Telecommunications	3,774.16
Total Operations	9,101.36
Other Types of Expenses	
Insurance - Liability, D and O	100.00
Insurance - Worker's Comp	600.00
Total Other Types of Expenses	700.00
Payroll Expenses	
Employer Taxes	1,687.25
Wages - Stipend	19,833.37
Total Payroll Expenses	21,520.62
Total Expenses	\$33,308.88
NET OPERATING INCOME	\$15,122.02
NET INCOME	\$15,122.02

Nevada State Board of Athletic Trainers

Profit and Loss Detail

July 2021 - May 2022

DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses								
Income								
Interest Income								
07/30/2021	Deposit				Interest earned	Business Mkt Rate Public Funds	0.51	0.51
08/31/2021	Deposit					Business Mkt Rate Public Funds	0.52	1.03
09/30/2021	Deposit				Interest earned	Business Mkt Rate Public Funds	0.49	1.52
10/29/2021	Deposit				Interest earned	Business Mkt Rate Public Funds	0.52	2.04
11/30/2021	Deposit				Interest earned	Business Mkt Rate Public Funds	0.49	2.53
12/31/2021	Deposit	INTEREST	INTEREST			Business Mkt Rate Public Funds	0.52	3.05
01/31/2022	Deposit					Business Mkt Rate Public Funds	8.20	11.25
02/28/2022	Deposit				Interest earned	Business Mkt Rate Public Funds	7.15	18.40
Total for Interest Income							\$18.40	
License Revenue								
07/01/2021	Deposit	4906			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	150.00
07/01/2021	Deposit	4520			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	300.00
07/01/2021	Deposit	4086			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	450.00
07/01/2021	Deposit	4028			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	600.00
07/01/2021	Deposit	9326			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	750.00
07/01/2021	Deposit	8496			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	900.00
07/01/2021	Deposit	7630			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	1,050.00
07/01/2021	Deposit	7071			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	1,200.00
07/01/2021	Deposit	6572			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	1,350.00
07/02/2021	Deposit	2002			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	1,500.00
07/02/2021	Deposit	1009			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	1,650.00
07/02/2021	Deposit	0882			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	1,800.00
07/02/2021	Deposit	0732			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	1,950.00
07/02/2021	Deposit	0400			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	2,100.00
07/02/2021	Deposit	0339			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	2,250.00
07/02/2021	Deposit	9647			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	2,400.00
07/02/2021	Deposit	8909			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	2,550.00

Nevada State Board of Athletic Trainers

Profit and Loss Detail

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DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
07/02/2021	Deposit	7764			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	2,700.00
07/02/2021	Deposit	7111			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	2,850.00
07/02/2021	Deposit	7061			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	3,000.00
07/02/2021	Deposit	6317			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	3,150.00
07/02/2021	Deposit	6287			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	3,300.00
07/02/2021	Deposit	5904			Restoration fees 2021 - 2022	Wells Fargo Business Checking	300.00	3,600.00
07/02/2021	Deposit	5705			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	3,750.00
07/02/2021	Deposit	5299			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	3,900.00
07/02/2021	Deposit	4871			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	4,050.00
07/02/2021	Deposit	4531			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	4,200.00
07/02/2021	Deposit	4244			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	4,350.00
07/02/2021	Deposit	3382			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	4,500.00
07/02/2021	Deposit	2883			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	4,650.00
07/02/2021	Deposit	2776			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	4,800.00
07/02/2021	Deposit	2770			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	4,950.00
07/02/2021	Deposit	2696			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	5,100.00
07/02/2021	Deposit	2275			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	5,250.00
07/06/2021	Deposit	9115			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	5,400.00
07/06/2021	Deposit	9122			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	5,550.00
07/06/2021	Deposit	4979			Renewal fees 2021 - 2022	Wells Fargo Business Checking	150.00	5,700.00
07/07/2021	Deposit	9883			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	6,000.00
07/07/2021	Deposit	9883			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	6,300.00
07/07/2021	Deposit	9883			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	6,600.00
07/07/2021	Deposit	9883			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	6,900.00
07/08/2021	Deposit	7581			Restoration fees 2021 - 2022	Wells Fargo Business Checking	300.00	7,200.00
07/15/2021	Deposit	7431			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	7,500.00
07/30/2021	Deposit	8224			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	7,800.00
07/30/2021	Deposit	8583			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	8,100.00
07/30/2021	Deposit	8947			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	8,400.00

Nevada State Board of Athletic Trainers

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DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
07/30/2021	Deposit	0419			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	8,700.00
07/31/2021	Journal Entry	77	77		Move July renewals to deferred income	-Split-	-8,700.00	0.00
07/31/2021	Journal Entry	80	80		Post deferred income	-Split-	3,937.50	3,937.50
08/06/2021	Deposit	2517		Logan Rex	License restoration fees 2021 - 2022	Wells Fargo Business Checking	300.00	4,237.50
08/09/2021	Deposit	6758			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	4,537.50
08/09/2021	Deposit	0328			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	4,837.50
08/09/2021	Deposit	0588			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	5,137.50
08/09/2021	Deposit	3711			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	5,437.50
08/09/2021	Deposit	3781			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	5,737.50
08/09/2021	Deposit	5610			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	6,037.50
08/09/2021	Deposit	6310			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	6,337.50
08/09/2021	Deposit	7991			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	6,637.50
08/09/2021	Deposit	8897			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	6,937.50
08/20/2021	Deposit	3368		Frank Sosa	Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	7,237.50
08/25/2021	Deposit	2143			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	7,537.50
08/31/2021	Journal Entry	79	79		Post deferred income	-Split-	3,937.50	11,475.00
08/31/2021	Journal Entry	78	78		Move August renewals to deferred revenue	-Split-	-3,600.00	7,875.00
09/02/2021	Deposit	1020			Initial licensure fees 2021-2022	Wells Fargo Business Checking	300.00	8,175.00
09/03/2021	Deposit	7431			Initial licensure fees 2021-2022	Wells Fargo Business Checking	300.00	8,475.00
09/08/2021	Deposit	3435			Initial licensure fees 2021-2022	Wells Fargo Business Checking	300.00	8,775.00
09/09/2021	Deposit	9883			Initial licensure fees 2021-2022	Wells Fargo Business Checking	300.00	9,075.00
09/24/2021	Deposit	7673			License restoration fees 2021-2022	Wells Fargo Business Checking	300.00	9,375.00
09/28/2021	Deposit	4624			Initial licensure fee 2021 - 2022	Wells Fargo Business Checking	300.00	9,675.00
09/28/2021	Deposit	8188			Initial licensure fee 2021 - 2022	Wells Fargo Business Checking	300.00	9,975.00
09/30/2021	Journal Entry	83	83		Adjust deferred revenue balance; \$49,350 total revenue expiring 6-30-22	-Split-	-1,575.00	8,400.00
09/30/2021	Journal Entry	82	82		Post deferred income	-Split-	3,937.50	12,337.50
10/05/2021	Deposit	9571		Whitney Lee	Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	12,637.50
10/31/2021	Journal Entry	85	85		Post deferred income	-Split-	4,112.50	16,750.00
11/16/2021	Deposit	5760		Shawn Matsunaga	Initial licensure fee 2021-2022	Wells Fargo Business Checking	300.00	17,050.00

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DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
11/30/2021	Journal Entry	86	86		Post deferred income	-Split-	4,112.50	21,162.50
12/15/2021	Deposit	9649			Initial licensure fees 2021-2022	Wells Fargo Business Checking	300.00	21,462.50
12/31/2021	Journal Entry	88	88		Adjust deferred revenue balance	-Split-	-450.00	21,012.50
12/31/2021	Journal Entry	87	87		Post deferred income	-Split-	4,112.50	25,125.00
01/24/2022	Deposit	5783			Initial licensure fee 2021-2022	Wells Fargo Business Checking	300.00	25,425.00
01/24/2022	Deposit	1132			Initial licensure fee 2021-2022	Wells Fargo Business Checking	300.00	25,725.00
01/31/2022	Journal Entry	89	89		Post deferred income	-Split-	4,112.50	29,837.50
02/16/2022	Deposit	0702			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	30,137.50
02/28/2022	Journal Entry	90	90		Post deferred income	-Split-	4,112.50	34,250.00
03/01/2022	Deposit	9961			Initial licensure fees 2021-2022	Wells Fargo Business Checking	300.00	34,550.00
03/01/2022	Deposit	8286			Initial licensure fees 2021-2022	Wells Fargo Business Checking	300.00	34,850.00
03/01/2022	Deposit	3615			Initial licensure fees 2021-2022	Wells Fargo Business Checking	300.00	35,150.00
03/07/2022	Deposit	4149			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	35,450.00
03/31/2022	Journal Entry	92	92		Move 1/2 of revenue of Q1 new licenses to deferred income	-Split-	-1,050.00	34,400.00
03/31/2022	Journal Entry	91	91		Post deferred income	-Split-	4,112.50	38,512.50
04/01/2022	Journal Entry	92R	92R		Move 1/2 of revenue of Q1 new licenses to deferred income	-Split-	1,050.00	39,562.50
04/18/2022	Deposit	2107			Licensure fees 2021-2022	Wells Fargo Business Checking	300.00	39,862.50
04/29/2022	Deposit	7842			Initial licensure fees 2021 - 2022	Wells Fargo Business Checking	300.00	40,162.50
04/30/2022	Journal Entry	93	93		Post deferred income	-Split-	4,112.50	44,275.00
05/04/2022	Deposit	3869			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	44,425.00
05/04/2022	Deposit	3869			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	44,575.00
05/04/2022	Deposit	9464			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	44,725.00
05/05/2022	Deposit	9799			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	44,875.00
05/05/2022	Deposit	9419			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	45,025.00
05/05/2022	Deposit	9137			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	45,175.00
05/05/2022	Deposit	7646			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	45,325.00
05/05/2022	Deposit	7141			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	45,475.00
05/05/2022	Deposit	7141			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	45,625.00
05/05/2022	Deposit	6415			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	45,775.00

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DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/05/2022	Deposit	4078			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	45,925.00
05/05/2022	Deposit	4018			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	46,075.00
05/05/2022	Deposit	4006			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	46,225.00
05/05/2022	Deposit	1720			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	46,375.00
05/05/2022	Deposit	1008			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	46,525.00
05/05/2022	Deposit	1006			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	46,675.00
05/05/2022	Deposit	0948			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	46,825.00
05/05/2022	Deposit	0829			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	46,975.00
05/05/2022	Deposit	0749			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	47,125.00
05/05/2022	Deposit	0246			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	47,275.00
05/06/2022	Deposit	1082			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	47,425.00
05/06/2022	Deposit	3998			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	47,575.00
05/06/2022	Deposit	5916			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	47,725.00
05/06/2022	Deposit	8569			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	47,875.00
05/06/2022	Deposit	8991			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	48,025.00
05/06/2022	Deposit	1009			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	48,175.00
05/09/2022	Deposit	5836			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	48,325.00
05/09/2022	Deposit	1001			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	48,475.00
05/09/2022	Deposit	1142			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	48,625.00
05/09/2022	Deposit	1585			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	48,775.00
05/09/2022	Deposit	3869			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	48,925.00
05/09/2022	Deposit	6014			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	49,075.00
05/10/2022	Deposit	5012			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	49,225.00
05/10/2022	Deposit	3529			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	49,375.00
05/10/2022	Deposit	9015			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	49,525.00
05/11/2022	Deposit	3478			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	49,675.00
05/11/2022	Deposit	1862			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	49,825.00
05/11/2022	Deposit	9918			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	49,975.00
05/11/2022	Deposit	5110			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	50,125.00

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DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/11/2022	Deposit	5019			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	50,275.00
05/11/2022	Deposit	0890			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	50,425.00
05/12/2022	Deposit	0902			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	50,575.00
05/12/2022	Deposit	0103			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	50,725.00
05/12/2022	Deposit	5489			Renewal fees 2022 - 2023	Wells Fargo Business Checking	300.00	51,025.00
05/12/2022	Deposit	4132			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	51,175.00
05/12/2022	Deposit	1974			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	51,325.00
05/13/2022	Deposit	6036			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	51,475.00
05/13/2022	Deposit	9036			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	51,625.00
05/16/2022	Deposit	4028			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	51,775.00
05/16/2022	Deposit	6754			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	51,925.00
05/17/2022	Deposit				Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	52,075.00
05/17/2022	Deposit				Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	52,225.00
05/17/2022	Deposit				Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	52,375.00
05/17/2022	Deposit				Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	52,525.00
05/17/2022	Deposit				Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	52,675.00
05/17/2022	Deposit				Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	52,825.00
05/18/2022	Deposit	5904			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	52,975.00
05/18/2022	Deposit	5960			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	53,125.00
05/18/2022	Deposit	5961			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	53,275.00
05/18/2022	Deposit	7245			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	53,425.00
05/18/2022	Deposit	7431			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	53,575.00
05/18/2022	Deposit	5871			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	53,725.00
05/19/2022	Deposit	1132			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	53,875.00
05/19/2022	Deposit	7175			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	54,025.00
05/20/2022	Deposit	3876			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	54,175.00
05/20/2022	Deposit	2006			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	54,325.00
05/20/2022	Deposit	3483			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	54,475.00
05/20/2022	Deposit	3838			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	54,625.00

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DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/20/2022	Deposit	3869			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	54,775.00
05/20/2022	Deposit	6150			Renewal fees 2022-2023	Wells Fargo Business Checking	150.00	54,925.00
05/23/2022	Deposit	1698			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	55,075.00
05/23/2022	Deposit	3131			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	55,225.00
05/23/2022	Deposit	3131			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	55,375.00
05/24/2022	Deposit	6957			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	55,525.00
05/24/2022	Deposit	5387			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	55,675.00
05/25/2022	Deposit	13134			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	55,825.00
05/25/2022	Deposit	10503			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	55,975.00
05/25/2022	Deposit	9213			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	56,125.00
05/25/2022	Deposit	8832			Initial licensure fees 2022 - 2023	Wells Fargo Business Checking	300.00	56,425.00
05/25/2022	Deposit	3253			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	56,575.00
05/26/2022	Deposit	5245			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	56,725.00
05/26/2022	Deposit	9100			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	56,875.00
05/27/2022	Deposit	1132			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	57,025.00
05/27/2022	Deposit	8674			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	57,175.00
05/27/2022	Deposit	5261			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	57,325.00
05/31/2022	Journal Entry	94	94		Post deferred income	-Split-	4,112.50	61,437.50
05/31/2022	Deposit	8776			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	61,587.50
05/31/2022	Deposit	6682			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	61,737.50
05/31/2022	Deposit	8266			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	61,887.50
05/31/2022	Deposit	4332			Renewal fees 2022 - 2023	Wells Fargo Business Checking	150.00	62,037.50
05/31/2022	Journal Entry	95	95		Move 22-23 license payments to deferred income	-Split-	-13,650.00	48,387.50
Total for License Revenue							\$48,387.50	
Other Types of Income								
12/15/2021	Deposit	3436		American Specialty Health	Licensee address list fee	Wells Fargo Business Checking	25.00	25.00
Total for Other Types of Income							\$25.00	
Total for Income							\$48,430.90	

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DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Expenses								
Contract Services								
Accounting Fees								
08/12/2021	Check	10307	10307	Numbers Inc.	Quarterly bookkeeping & payroll, Inv #052416	Wells Fargo Business Checking	200.00	200.00
11/16/2021	Check	10322	10322	Numbers Inc.	Quarterly bookkeeping & payroll, Inv #052450	Wells Fargo Business Checking	200.00	400.00
01/10/2022	Check	10326	10326	Numbers Inc.	Quarterly bookkeeping & payroll, Inv #052478	Wells Fargo Business Checking	200.00	600.00
01/10/2022	Check	10325	10325	Numbers Inc.		Wells Fargo Business Checking	0.00	600.00
04/01/2022	Check	10342	10342	Numbers Inc.	Quarterly bookkeeping & payroll, Inv #052503	Wells Fargo Business Checking	200.00	800.00
Total for Accounting Fees							\$800.00	
Legal Fees								
07/01/2021	Journal Entry	76R	76R		Accrue June expenses - Attorney General	-Split-	-15.44	-15.44
08/16/2021	Check	10308	10308	Attorney General Nevada Dept of Justice	June legal svcs, Stmt #100158	Wells Fargo Business Checking	15.44	0.00
09/15/2021	Check	10314	10314	Attorney General Nevada Dept of Justice	July legal svcs; Statement #100190	Wells Fargo Business Checking	65.20	65.20
09/20/2021	Check	10315	10315	Attorney General Nevada Dept of Justice	Aug legal svcs. Statement #100221	Wells Fargo Business Checking	16.30	81.50
09/30/2021	Journal Entry	84	84		Accrue AG charges for April; invoice sent Oct	-Split-	469.70	551.20
10/01/2021	Journal Entry	84R	84R		Accrue AG charges for April; invoice sent Oct	-Split-	-469.70	81.50
10/13/2021	Check	10317	10317	Attorney General Nevada Dept of Justice	General liability, FY22. BA1348, Inv GL706, Ref #B033	Wells Fargo Business Checking	469.70	551.20
10/26/2021	Check	10319	10319	Attorney General Nevada Dept of Justice	Sept legal svcs; stmt #100252	Wells Fargo Business Checking	358.60	909.80
01/24/2022	Check	10330	10330	Attorney General Nevada Dept of Justice	Dec legal svcs; stmt #100327	Wells Fargo Business Checking	32.60	942.40
03/02/2022	Check	10336	10336	Attorney General Nevada Dept of Justice	Jan legal svcs; Stmt #100354	Wells Fargo Business Checking	228.20	1,170.60
03/16/2022	Check	10339	10339	Attorney General Nevada Dept of Justice		Wells Fargo Business Checking	0.00	1,170.60
03/16/2022	Check	10340	10340	Attorney General Nevada Dept of Justice	Feb legal svcs; Stmt #100389	Wells Fargo Business Checking	16.30	1,186.90
Total for Legal Fees							\$1,186.90	
Total for Contract Services							\$1,986.90	

Nevada State Board of Athletic Trainers

Profit and Loss Detail

July 2021 - May 2022

DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Operations								
Bank Charges								
07/01/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	41.85	41.85
07/02/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	120.60	162.45
07/06/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	13.95	176.40
07/07/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	35.10	211.50
07/08/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	9.00	220.50
07/12/2021	Check	SVCCHRG	SVCCHRG		Client analysis service charge	Wells Fargo Business Checking	58.97	279.47
07/15/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	9.00	288.47
07/30/2021	Check	DD1044	DD1044	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	290.22
08/11/2021	Journal Entry	81	81		Bank charges	-Split-	48.83	339.05
08/25/2021	Deposit				Stripe fees	Wells Fargo Business Checking	9.00	348.05
08/30/2021	Check	DD1045	DD1045	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	349.80
09/02/2021	Deposit				Stripe processing fee	Wells Fargo Business Checking	9.00	358.80
09/03/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	9.00	367.80
09/08/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	9.00	376.80
09/09/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	9.00	385.80
09/24/2021	Deposit				Stripe processing fees	Wells Fargo Business Checking	9.00	394.80
09/29/2021	Check	DD1046	DD1046	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	396.55
09/30/2021	Journal Entry	84	84		Accrue WF charges 8/26 - 9/15	-Split-	178.00	574.55
09/30/2021	Check	SVCCHRG	SVCCHRG		Client analysis service charge	Wells Fargo Business Checking	58.41	632.96
10/01/2021	Journal Entry	84R	84R		Accrue WF charges 8/26 - 9/15	-Split-	-178.00	454.96
10/05/2021	Check	SVCCHG	SVCCHG		Client analysis service charge	Wells Fargo Business Checking	51.68	506.64
10/28/2021	Check	DD1048	DD1048	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	508.39
11/12/2021	Check	SVCCHG	SVCCHG		Client analysis service charge	Wells Fargo Business Checking	47.95	556.34
11/29/2021	Check	DD1049	DD1049	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	558.09
12/13/2021	Check	SVCCHG	SVCCHG		Client analysis service charge	Wells Fargo Business Checking	49.03	607.12
12/15/2021	Deposit				Stripe processing fee	Wells Fargo Business Checking	9.00	616.12
12/30/2021	Check	DD1050	DD1050	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	617.87
01/11/2022	Check	SVCCHG	SVCCHG		Client analysis service charge	Wells Fargo Business Checking	52.02	669.89
01/31/2022	Check	DD1050	DD1050	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	671.64
02/11/2022	Check	SVCCHG	SVCCHG		Client analysis service charge	Wells Fargo Business Checking	51.63	723.27

Nevada State Board of Athletic Trainers

Profit and Loss Detail

July 2021 - May 2022

DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02/11/2022	Check	SVCCHG	SVCCHG		Client analysis service charge	Business Mkt Rate Public Funds	47.70	770.97
02/16/2022	Deposit				Stripe processing fees	Wells Fargo Business Checking	9.00	779.97
02/25/2022	Check	DD1051	DD1051	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	781.72
03/07/2022	Deposit				Stripe processing fees	Wells Fargo Business Checking	9.00	790.72
03/11/2022	Check	SVCCHG	SVCCHG		Client analysis service charge	Wells Fargo Business Checking	57.62	848.34
03/30/2022	Check	DD1052	DD1052	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	850.09
04/11/2022	Check	SVCCHG	SVCCHG		Client analysis service charge	Wells Fargo Business Checking	104.57	954.66
04/29/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	9.00	963.66
04/30/2022	Check	DD1053	DD1053	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	965.41
05/04/2022	Deposit				Stripe processing fees	Wells Fargo Business Checking	13.95	979.36
05/05/2022	Deposit				Stripe processing fees	Wells Fargo Business Checking	80.55	1,059.91
05/06/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	27.90	1,087.81
05/09/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	27.90	1,115.71
05/10/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	13.95	1,129.66
05/11/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	27.90	1,157.56
05/11/2022	Check	SVCCHG	SVCCHG		Client analysis service charge	Wells Fargo Business Checking	58.09	1,215.65
05/12/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	27.60	1,243.25
05/13/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	9.30	1,252.55
05/16/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	9.30	1,261.85
05/17/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	32.40	1,294.25
05/18/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	27.90	1,322.15
05/19/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	9.30	1,331.45
05/20/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	27.90	1,359.35
05/23/2022	Deposit				Stripe processing fees	Wells Fargo Business Checking	16.95	1,376.30
05/24/2022	Deposit				Stripe processing fees	Wells Fargo Business Checking	9.30	1,385.60
05/25/2022	Deposit				Stripe processing fees	Wells Fargo Business Checking	18.30	1,403.90
05/26/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	9.30	1,413.20
05/27/2022	Check	DD1054	DD1054	Michelle Cothrun	Payroll processing fee	Wells Fargo Business Checking	1.75	1,414.95
05/27/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	13.95	1,428.90
05/31/2022	Deposit				Stripe processing fee	Wells Fargo Business Checking	18.60	1,447.50
Total for Bank Charges							\$1,447.50	

Nevada State Board of Athletic Trainers

Profit and Loss Detail

July 2021 - May 2022

DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Postage, Mailing Service								
07/01/2021	Journal Entry	76R	76R		Accrue June expenses - Wells Fargo	-Split-	-16.30	-16.30
07/02/2021	Bill			Wells Fargo Bank	USPS	Accounts Payable	5.00	-11.30
07/02/2021	Bill			Wells Fargo Bank	USPS	Accounts Payable	5.00	-6.30
07/02/2021	Bill			Wells Fargo Bank	USPS	Accounts Payable	6.30	0.00
08/02/2021	Bill			Wells Fargo Bank	USPS	Accounts Payable	4.80	4.80
09/02/2021	Bill			Wells Fargo Bank	USPS	Accounts Payable	28.85	33.65
11/02/2021	Bill			Wells Fargo Bank	USPS - mailing fingerprint cards	Accounts Payable	5.11	38.76
11/02/2021	Bill			Wells Fargo Bank	USPS - mailing fingerprint cards	Accounts Payable	5.11	43.87
12/02/2021	Bill			Wells Fargo Bank	USPS - mail fingerprint cards	Accounts Payable	5.11	48.98
01/02/2022	Bill			Wells Fargo Bank	USPS - mailing fingerprint cards	Accounts Payable	5.11	54.09
03/02/2022	Bill			Wells Fargo Bank	USPS - mailing fingerprint cards	Accounts Payable	5.11	59.20
05/02/2022	Bill			Wells Fargo Bank	USPS - Mailing fingerprint cards to DPS	Accounts Payable	15.33	74.53
05/04/2022	Check	10344	10344	Keystone Printing	2022 Renewal reminder postcards: Mailing & Postage	Wells Fargo Business Checking	240.00	314.53
Total for Postage, Mailing Service							\$314.53	
Printing and Copying								
05/04/2022	Check	10344	10344	Keystone Printing	2022 Renewal reminder postcards: Printing & Tax	Wells Fargo Business Checking	147.45	147.45
Total for Printing and Copying							\$147.45	
Supplies								
07/01/2021	Journal Entry	76R	76R		Accrue June expenses - Wells Fargo	-Split-	-374.56	-374.56
07/02/2021	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	-366.31
07/02/2021	Bill			Wells Fargo Bank	Office Depot	Accounts Payable	11.36	-354.95
07/02/2021	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	-344.96
07/02/2021	Bill			Wells Fargo Bank	AirTable	Accounts Payable	240.00	-104.96
07/02/2021	Bill			Wells Fargo Bank	Adobe	Accounts Payable	14.99	-89.97
07/02/2021	Bill			Wells Fargo Bank	QBO	Accounts Payable	70.00	-19.97
07/02/2021	Bill			Wells Fargo Bank	LogiForms	Accounts Payable	19.97	0.00
07/26/2021	Check	10305	10305	State of Nevada Board of Occupational Therapy	Co-working agreement Jul 1, 2021 - Jun 30, 2022.	Wells Fargo Business Checking	650.00	650.00
08/02/2021	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	658.25
08/02/2021	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	668.24
08/02/2021	Bill			Wells Fargo Bank	Adobe	Accounts Payable	14.99	683.23

Nevada State Board of Athletic Trainers

Profit and Loss Detail

July 2021 - May 2022

DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
08/02/2021	Bill			Wells Fargo Bank	QBO	Accounts Payable	70.00	753.23
08/02/2021	Bill			Wells Fargo Bank	LogiFroms	Accounts Payable	68.42	821.65
09/02/2021	Bill			Wells Fargo Bank	QBO	Accounts Payable	80.00	901.65
09/02/2021	Bill			Wells Fargo Bank	Adobe	Accounts Payable	14.99	916.64
09/02/2021	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	926.63
09/02/2021	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	934.88
09/02/2021	Bill			Wells Fargo Bank	Logiforms	Accounts Payable	19.97	954.85
09/02/2021	Bill			Wells Fargo Bank	USPS	Accounts Payable	5.00	959.85
10/02/2021	Bill			Wells Fargo Bank	Office Depot, stapler	Accounts Payable	16.23	976.08
10/02/2021	Bill			Wells Fargo Bank	Adobe DC	Accounts Payable	14.99	991.07
10/02/2021	Bill			Wells Fargo Bank	QBO	Accounts Payable	80.00	1,071.07
10/02/2021	Bill			Wells Fargo Bank	Office Depot, address labels	Accounts Payable	28.57	1,099.64
10/02/2021	Bill			Wells Fargo Bank	Logiforms	Accounts Payable	19.97	1,119.61
10/02/2021	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	1,127.86
10/02/2021	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	1,137.85
11/02/2021	Bill			Wells Fargo Bank	Logiforms	Accounts Payable	19.97	1,157.82
11/02/2021	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	1,166.07
11/02/2021	Bill			Wells Fargo Bank	QBO	Accounts Payable	80.00	1,246.07
11/02/2021	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	1,256.06
11/02/2021	Bill			Wells Fargo Bank	Adobe DC	Accounts Payable	14.99	1,271.05
12/02/2021	Bill			Wells Fargo Bank	Adobe DC	Accounts Payable	14.99	1,286.04
12/02/2021	Bill			Wells Fargo Bank	QBO	Accounts Payable	80.00	1,366.04
12/02/2021	Bill			Wells Fargo Bank	Logiforms	Accounts Payable	19.97	1,386.01
12/02/2021	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	1,394.26
12/02/2021	Bill			Wells Fargo Bank	Costco - Protection plan for new laptop	Accounts Payable	99.99	1,494.25
12/02/2021	Bill			Wells Fargo Bank	Costco - new laptop	Accounts Payable	985.19	2,479.44
12/02/2021	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	2,489.43
01/02/2022	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	2,499.42
01/02/2022	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	2,507.67
01/02/2022	Bill			Wells Fargo Bank	Logiforms	Accounts Payable	19.97	2,527.64
01/02/2022	Bill			Wells Fargo Bank	QBO	Accounts Payable	80.00	2,607.64
01/02/2022	Bill			Wells Fargo Bank	Adobe DC	Accounts Payable	14.99	2,622.63

Nevada State Board of Athletic Trainers

Profit and Loss Detail

July 2021 - May 2022

DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02/02/2022	Bill			Wells Fargo Bank	Adobe DC	Accounts Payable	14.99	2,637.62
02/02/2022	Bill			Wells Fargo Bank	QBO	Accounts Payable	80.00	2,717.62
02/02/2022	Bill			Wells Fargo Bank	Office Depot, address labels	Accounts Payable	78.04	2,795.66
02/02/2022	Bill			Wells Fargo Bank	Logiforms	Accounts Payable	19.97	2,815.63
02/02/2022	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	2,823.88
02/02/2022	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	2,833.87
03/02/2022	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	2,842.12
03/02/2022	Bill			Wells Fargo Bank	Logiforms	Accounts Payable	19.97	2,862.09
03/02/2022	Bill			Wells Fargo Bank	QBO	Accounts Payable	80.00	2,942.09
03/02/2022	Bill			Wells Fargo Bank	Office Depot - calendar	Accounts Payable	26.18	2,968.27
03/02/2022	Bill			Wells Fargo Bank	Adobe DC	Accounts Payable	14.99	2,983.26
03/02/2022	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	2,993.25
03/31/2022	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	3,001.50
03/31/2022	Bill			Wells Fargo Bank	Logiforms	Accounts Payable	19.97	3,021.47
03/31/2022	Bill			Wells Fargo Bank	Keystone Quality Print	Accounts Payable	158.07	3,179.54
03/31/2022	Bill			Wells Fargo Bank	Adobe DC	Accounts Payable	14.99	3,194.53
03/31/2022	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	3,204.52
03/31/2022	Bill			Wells Fargo Bank	QBO	Accounts Payable	80.00	3,284.52
05/02/2022	Bill			Wells Fargo Bank	Adobe DC	Accounts Payable	14.99	3,299.51
05/02/2022	Bill			Wells Fargo Bank	QBO	Accounts Payable	80.00	3,379.51
05/02/2022	Bill			Wells Fargo Bank	Logiforms	Accounts Payable	19.97	3,399.48
05/02/2022	Bill			Wells Fargo Bank	Msft 365	Accounts Payable	8.25	3,407.73
05/02/2022	Bill			Wells Fargo Bank	HelloFax	Accounts Payable	9.99	3,417.72
Total for Supplies							\$3,417.72	
Telephone, Telecommunications								
07/01/2021	Journal Entry	76R	76R		Accrue June expenses - NV IT	-Split-	-304.86	-304.86
07/06/2021	Check			AT&T		Wells Fargo Business Checking	121.56	-183.30
07/30/2021	Check	DD1044	DD1044	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	-72.80
08/03/2021	Check			AT&T		Wells Fargo Business Checking	120.88	48.08
08/17/2021	Check	10311	10311	Nevada Information Technology	May & Jun email/web. Inv #346322, 346760, 351696, & 354219.	Wells Fargo Business Checking	304.46	352.54
08/23/2021	Check	10312	10312	Nevada Information Technology	July email/web. Inv #366658 & 366799	Wells Fargo Business Checking	79.50	432.04
08/30/2021	Check	DD1045	DD1045	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	542.54

Nevada State Board of Athletic Trainers

Profit and Loss Detail

July 2021 - May 2022

DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
09/02/2021	Check			AT&T		Wells Fargo Business Checking	115.55	658.09
09/20/2021	Check	10316	10316	Nevada Information Technology	Aug email/web. Inv #367776 & 368366	Wells Fargo Business Checking	79.50	737.59
09/29/2021	Check	DD1046	DD1046	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	848.09
10/04/2021	Check			AT&T		Wells Fargo Business Checking	120.47	968.56
10/26/2021	Check	10320	10320	Nevada Information Technology	Sept email/web; Inv #374038 & 373654	Wells Fargo Business Checking	79.50	1,048.06
10/28/2021	Check	DD1048	DD1048	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	1,158.56
11/03/2021	Check			AT&T		Wells Fargo Business Checking	119.66	1,278.22
11/23/2021	Check	10323	10323	Nevada Information Technology	Oct email/web; Inv #377145 & 377186	Wells Fargo Business Checking	79.50	1,357.72
11/29/2021	Check	DD1049	DD1049	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	1,468.22
12/03/2021	Check			AT&T		Wells Fargo Business Checking	118.94	1,587.16
12/30/2021	Check	DD1050	DD1050	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	1,697.66
01/03/2022	Check			AT&T		Wells Fargo Business Checking	119.35	1,817.01
01/10/2022	Check	10328	10328	Nevada Information Technology	Nov web T2; Inv #379709	Wells Fargo Business Checking	48.19	1,865.20
01/24/2022	Check	10332	10332	Nevada Information Technology	Nov email; Inv #380963	Wells Fargo Business Checking	31.31	1,896.51
01/24/2022	Check	10333	10333	Nevada Information Technology	Dec web & email, Inv #381238 & 381384	Wells Fargo Business Checking	79.50	1,976.01
01/31/2022	Check	DD1050	DD1050	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	2,086.51
02/03/2022	Check	EFT	EFT	AT&T		Wells Fargo Business Checking	226.41	2,312.92
02/11/2022	Check	10335	10335	Nevada Information Technology	Jan web & email, Inv #384200 & 382926	Wells Fargo Business Checking	79.50	2,392.42
02/25/2022	Check	DD1051	DD1051	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	2,502.92
03/02/2022	Bill			Wells Fargo Bank	Zoom	Accounts Payable	149.90	2,652.82
03/07/2022	Check	EFT	EFT	AT&T		Wells Fargo Business Checking	237.16	2,889.98
03/14/2022	Check	10338	10338	Nevada Information Technology	Feb web & email, Inv #385590 & 385611	Wells Fargo Business Checking	79.50	2,969.48
03/30/2022	Check	DD1052	DD1052	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	3,079.98
03/31/2022	Bill			Wells Fargo Bank	Zoom Phone	Accounts Payable	173.54	3,253.52
04/01/2022	Check	EFT	EFT	AT&T		Wells Fargo Business Checking	38.36	3,291.88
04/14/2022	Check	10343	10343	Nevada Information Technology	Mar web & email, Inv #387471 & 387778	Wells Fargo Business Checking	79.50	3,371.38
04/30/2022	Check	DD1053	DD1053	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	3,481.88
05/03/2022	Check	EFT	EFT	AT&T		Wells Fargo Business Checking	102.28	3,584.16
05/17/2022	Check	10346	10346	Nevada Information Technology	Apr email & web, Inv #390780 & 390920	Wells Fargo Business Checking	79.50	3,663.66
05/27/2022	Check	DD1054	DD1054	Michelle Cothrun	Home office reimbursement	Wells Fargo Business Checking	110.50	3,774.16
Total for Telephone, Telecommunications							\$3,774.16	
Total for Operations							\$9,101.36	

Nevada State Board of Athletic Trainers

Profit and Loss Detail

July 2021 - May 2022

DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Other Types of Expenses								
Insurance - Liability, D and O								
01/10/2022	Check	10327	10327	Retail Association of Nevada	Annual membership Jan 2022 -2023, Inv #29474	Wells Fargo Business Checking	100.00	100.00
Total for Insurance - Liability, D and O							\$100.00	
Insurance - Worker's Comp								
01/24/2022	Check	10331	10331	Nevada Retail Network	Workers' comp annual assessment 2022-23	Wells Fargo Business Checking	0.00	0.00
01/28/2022	Check	EFT	EFT	Nevada Retail Network	Workers' comp annual assessment 2022-23	Wells Fargo Business Checking	600.00	600.00
Total for Insurance - Worker's Comp							\$600.00	
Total for Other Types of Expenses							\$700.00	
Payroll Expenses								
Employer Taxes								
07/30/2021	Check	DD1044	DD1044	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	137.50	137.50
08/30/2021	Check	DD1045	DD1045	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	137.50	275.00
09/29/2021	Check	DD1046	DD1046	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	137.50	412.50
10/28/2021	Check	DD1048	DD1048	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	137.51	550.01
11/29/2021	Check	DD1049	DD1049	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	137.49	687.50
12/30/2021	Check	DD1050	DD1050	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	137.50	825.00
01/31/2022	Check	DD1050	DD1050	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	147.50	972.50
02/25/2022	Check	DD1051	DD1051	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	147.50	1,120.00
03/30/2022	Check	DD1052	DD1052	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	191.75	1,311.75
04/30/2022	Check	DD1053	DD1053	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	187.75	1,499.50
05/27/2022	Check	DD1054	DD1054	Michelle Cothrun	Employer taxes	Wells Fargo Business Checking	187.75	1,687.25

Nevada State Board of Athletic Trainers

Profit and Loss Detail

July 2021 - May 2022

DATE	TRANSACTION TYPE	NUM	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for Employer Taxes							\$1,687.25	
Wages - Stipend								
07/30/2021	Check	DD1044	DD1044	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	1,666.67	1,666.67
08/30/2021	Check	DD1045	DD1045	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	1,666.67	3,333.34
09/29/2021	Check	DD1046	DD1046	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	1,666.67	5,000.01
10/28/2021	Check	DD1048	DD1048	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	1,666.67	6,666.68
11/29/2021	Check	DD1049	DD1049	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	1,666.67	8,333.35
12/30/2021	Check	DD1050	DD1050	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	1,666.67	10,000.02
01/31/2022	Check	DD1050	DD1050	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	1,666.67	11,666.69
02/25/2022	Check	DD1051	DD1051	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	1,666.67	13,333.36
03/30/2022	Check	DD1052	DD1052	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	2,166.67	15,500.03
04/30/2022	Check	DD1053	DD1053	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	2,166.67	17,666.70
05/27/2022	Check	DD1054	DD1054	Michelle Cothrun	Monthly compensation	Wells Fargo Business Checking	2,166.67	19,833.37
Total for Wages - Stipend							\$19,833.37	
Total for Payroll Expenses							\$21,520.62	
Total for Expenses							\$33,308.88	
Net Income							\$15,122.02	

NSBAT Board Review Process for Dry Needling

The Board has formed a Subcommittee on Dry Needling to review applications and determine if applicants meet the educational requirements as stated in the regulations adopted in accordance with subsection 5 of [NRS 640B.260](#). If the application is unclear or incomplete, the Subcommittee may request additional documentation, which will be reviewed at the next Subcommittee meeting. If the Subcommittee determines that a licensee meets the educational requirements, they will recommend that the Board approve that application. The Subcommittee's list of recommendations is submitted to the Board for final approval.

At the next scheduled Board meeting, the Board will vote on whether to accept the Subcommittee's recommendations. Once the Board approves an application, the licensee will receive an email with an updated license that indicates they have met the requirements to dry needle. The active licensee list on the Board's website will also indicate the same.

After reviewing the first group of applications, the Subcommittee has established the following:

1. Licensee reviews are public record. Nevertheless, the Subcommittee has decided to identify applicants by a randomly assigned number rather than by last name or license number for simplicity's sake. Personal identifying information will not be disclosed during the Subcommittee's reviews.
2. All sections of the form are required. Dates that the coursework was completed are important to easily find the corresponding courses on the transcripts. Even though the form is being submitted electronically, it must be signed by the applicant. Incomplete and/or handwritten forms will not be accepted for review.
3. Certificates of completion and unofficial transcripts must accompany the verification form. Unsubstantiated coursework will not be accepted. A curriculum vitae is not an acceptable substitute for filling out the verification form. Only the classes submitted on the form will be considered.
4. Undergraduate courses do fulfill the statutory requirements. However, applicants that have been in practice for several years, even decades, are submitting undergraduate coursework without any current continuing education courses.
5. The Subcommittee may determine that a particular course does not satisfy one of the four required domains and request more current coursework instead.
6. Applicants can be doing a better job at identifying appropriate coursework from their transcripts. For instance, an applicant with a graduate degree submitted their undergraduate coursework instead. Basic anatomy is being listed, while other advanced courses are not. It is not the responsibility of the Subcommittee to search through an applicant's transcript looking for more relevant coursework.
7. Coursework with broad titles such as Principles in Athletic Training does not clearly satisfy the required domains listed on the application. Applicants must explain how a class pertains to dry needling and/or provide a course syllabus. It is not the Subcommittee's job to determine how an applicant's transcript qualifies them to dry needle.
8. Contact hours are not being calculated correctly. Typically, one college credit hour would be 15 contact hours per semester. Therefore, a three-credit class counts for 45 contact hours. Even so, some domains do not justify counting all contact hours. For instance, blood borne pathogens may have been covered in a course, perhaps during one or two lectures. If that is the case, only those hours should be counted.
9. Clinical rotations are not considered satisfactory without a clear explanation of how that clinical experience relates to dry needling, or whether the applicant was exposed to dry needling.
10. If an applicant submits a professional conference, they must provide a conference schedule and highlight the sessions they attended that relate to dry needling.

FOR REFERENCE ONLY

Example of how to fill out the second table with remaining 125 hours:

Course Title and Relevance to Dry Needling Education	Date of Coursework	Domains of Study	# of Credit Hours	# of Contact Hours
Human Anatomy and Physiology I <i>(Add a brief explanation about what you learned that applies to Dry Needling)</i>	Fall 2012	B	3	45
Human Anatomy and Physiology II <i>(Add a brief explanation about what you learned that applies to Dry Needling)</i>	Spring 2013	B	3	45
Advanced Applied Anatomy – <i>(Add a brief explanation about what you learned that applies to Dry Needling)</i>	Fall 2019	B	3	36
Care and Suturing of Minor Skin Wounds <i>(Add a brief explanation about what you learned that applies to Dry Needling)</i>	1/15/2019	A, C	1	1
Effectiveness of Dry Needling on Pain and Myofascial Trigger Points <i>(Add a brief explanation about what you learned that applies to Dry Needling)</i>	8/25/2019	A, B, D	6	6
Symposium: Hip Injuries <i>(Add a brief explanation about what you learned that applies to Dry Needling)</i>	10/1/2019	B,D	5	5
Total # of Hours			21	138

Receipt



Invoice number 0449DAA7-0001
Receipt number 2701-3844
Date paid May 27, 2020
Payment method **VISA** - 5652

Otter.ai
support@otter.ai

Bill to
atrainner@nsbat.nv.gov
michirodda@hotmail.com

\$99.99 paid on May 27, 2020

All pricing and payments are in USD.

Description	Qty	Unit price	Amount
Otter Premium Subscription May 27, 2020 – May 27, 2021	1	\$99.99	\$99.99
		Subtotal	\$99.99
		Total	\$99.99
		Amount paid	\$99.99

Otter.ai

5150 W El Camino Real, A-22
Los Altos, California 94022
United States
support@otter.ai

Receipt

Receipt number 2617-2945
Invoice number 0449DAA7-0002
Date paid May 27, 2021
Payment method **VISA** - 5652

Paid by
michirodda@hotmail.com

\$99.99 paid on May 27, 2021

All pricing and payments are in USD.

Description	Qty	Unit price	Amount
MAY 27, 2021 - MAY 27, 2022			
Otter Pro Subscription	1	\$99.99	\$99.99
Subtotal			\$99.99
Amount paid			\$99.99

Receipt



Invoice number 0449DAA7-0003
Receipt number 2955-3201
Date paid May 27, 2022
Payment method **VISA** - 5652

Otter.ai
support@otter.ai

Bill to
atrainner@nsbat.nv.gov

\$99.99 paid on May 27, 2022

All pricing and payments are in USD.

Description	Qty	Unit price	Amount
Otter Pro Subscription May 27, 2022 – May 27, 2023	1	\$99.99	\$99.99
		Subtotal	\$99.99
		Total	\$99.99
		Amount paid	\$99.99

Remittance address for physical check payments (please include the invoice number on all checks):

Otter.ai, Inc.
Dept. LA 25275
Pasadena, CA 91185-5275

Open Meeting Law Training

Justin Taruc, Deputy Attorney General

Boards and Open Government

2021 Training

Applicability of the Open Meeting Law

- The Open Meeting Law (“OML”) applies to meetings of public bodies. NRS 241.016(1).
- A “public body” is “[a]ny administrative, advisory, executive or legislative body of a State or a local government consisting of at least two persons which expends or disburses or is supported in whole or in part by tax revenue or which advises or makes recommendations to any entity which expends or disburses or is supported in whole or in part by tax revenue. . . .” NRS 241.015(4).

NRS Chapter 241

- The OML is found in NRS Chapter 241.
- Legislature declared in statute that it is the intent of the law that public bodies take action openly and that their deliberations be conducted openly. NRS 241.010(1).
- “The spirit and policy behind the OML favors open meetings and any exceptions thereto should be strictly construed.” *McKay v. Board of Supervisors*, 102 Nev. 644, 730 P.2d 438 (1986).

What is a “Meeting”?

- NRS 241.015(3) defines “meeting” as “[t]he gathering of members of a public body at which a **quorum** is present, . . . to **deliberate** toward a decision or to **take action** on any matter over which the public body has supervision, control, jurisdiction or advisory power.”
- **Quorum**: a simple majority of the membership of a public body or another proportion set by law. NRS 241.015(5).
- **Deliberation**: collectively examine, weigh, and reflect upon the reasons for or against an action. NRS 241.015(2).
- **Action**: a decision, commitment, or promise made by a majority of the members present during a meeting. NRS 241.015(1).

Serial Communications

- A meeting also includes serial communications
- What is serial communication?
 1. A series of gatherings of members of a public body;
 2. Less than a quorum is present at any individual gathering;
 3. The members of the public body attend one or more of the gatherings collectively constitute a quorum; and
 4. The series of gatherings was held with the specific intent to avoid the provisions of the OML

What is a Meeting? – Exceptions (NRS 241.015(3)(b))

- The definition of a “meeting” does not include:
 - **Social Functions** where there is no deliberation or action taken on any matter over which the public body has supervision, control, jurisdiction, or advisory power
 - **Attorney-Client Litigation Sessions** – to receive information from the body’s attorney regarding potential or existing litigation matter over which the public body has supervision, control, jurisdiction, or advisory power.
 - **Training Regarding Legal Obligations of the Public Body**

Meeting Notice and Agenda Requirements – (NRS 241.020)

- Written notice must be given at least **3 working days** before the meeting, which requires:
 1. Time, place, and location of the meeting;
 2. List of the locations where the notice was posted;
 3. The name, contact information, and business address for the person from whom a member of the public may request supporting materials and a list of the locations where the supporting materials is available to the public or information about how to find supporting material on the Internet; and
 4. An agenda

Meeting Notice and Agenda Requirements

- Agenda must consist of a **clear and complete statement** of the topics scheduled to be considered
- Action items must be clearly denoted as "for possible action"
- Public comment, to be taken at the beginning/end of meeting or before any action taken on an item
- If any portion of the meeting will be closed to consider the character, alleged misconduct, or professional competence of a person, the name of the person
- If the public body will consider whether to take administrative action regarding a person, the name of the person
- Notification that items on the agenda may be taken out of order, may be combined for consideration, and may be removed from the agenda or delayed for discussion at any time

What Does it Mean to be “Clear and Complete”?

- Agenda items must be **clear and complete**. NRS 241.020(2)(d)(1).
- A **higher degree of specificity** is necessary for topics of **substantial public interest**. *Sandoval*, 119 Nev. at 154-55, 67 P.3d at 906. Factors to consider include:
 - Does the topic generate public comment?
 - Does the topic generate debate among the members of the body?
 - Does the topic generate media interest/coverage?

Ask yourself – does the notice provide enough information to the public of its government is doing, has done, or may do?

Minimum Public Notice – NRS 241.020(4)

- Must post a copy of the notice at least the following:
 1. Principal office of the public body;
 2. If meeting is held using a remote technology system and no physical location, post on the public body's Internet website;
 3. Official Notice website of the State; and
 4. Provide a copy to any person who has requested notice of the meetings
- Must be posted no later than 9 a.m. of the third working day before the meeting.
- Additional notice requirements for consideration of character, misconduct, competence, or physical or mental health: 5 days personal service or 21 days certified mail. NRS 241.033.

Additional Requirements

- Must make reasonable efforts to assist and accommodate persons with physical disabilities desiring to attend. NRS 241.020(1).
- Must make reasonable efforts to ensure the facilities for the meeting are large enough to accommodate the anticipated number of attendees. NRS 2410.020(2).
- At least one copy of the notice, agenda, and supplemental materials must be made available to the public at the meeting. NRS 241.020(7).

Emergency Meetings – NRS 241.020(9)

An emergency meeting may only be called where the need to act upon a matter is **truly unforeseen** and circumstances dictate that **immediate action is required**.

Closed Meetings – NRS 241.030

- Closed sessions may be held by any public body to:
 1. Consider character, alleged misconduct, professional competence, or the physical or mental health of a person, with some exceptions;
 2. Prepare, revise, administer, or grade examinations administered on behalf of the public body;
 3. Consider an appeal by a person of the results of an examination administered on behalf of the public body.

Closed Meetings – NRS 241.030

- Closed sessions may not be held:
 - To discuss the appointment of any person to public office or as a member of a public body.
 - To consider the character, alleged misconduct, or professional competence of an elected member of a public body, or a person who is an appointed public officer or who serves at the pleasure of a public body as a chief executive or administrative officer or in a comparable position

Public Comment

- Restrictions on public comment must be specified on the Notice
- Restrictions must be reasonable “time, place, and manner” restrictions. NRS 241.020(d)(7). This means NO:
 - Halting comment based on viewpoint of speaker;
 - Halting comment upon belief defamation is occurring; or
 - Halting comment critical of a public official.

Public Comment

- A presiding officer may halt comments that become unduly repetitive or that stray from the scope of a specified agenda topic for which comment is offered, or halt conduct that is willfully disruptive. *See Kindt v. Santa Monica Rent Control Bd.*, 67 F.3d 266 (9th Cir. 1995); *White v. City of Norwalk*, 900 F.2d 1421, 1425-26 (9th Cir. 1990).
- The OML does not “[p]revent the removal of any person who willfully disrupts a meeting to the extent that its orderly conduct is made impractical.” NRS 241.030(4)(a).

Teleconferencing and Videoconferencing – NRS 241.023

- Public body may conduct a meeting via teleconference or videoconference if:
 1. There is a quorum present either in person or by electronic means; and
 2. Either:
 - A. There is a physical location where the public is permitted to attend and participate; or
 - B. They can hear and observe the meeting, participate in the meeting by telephone, and provide live public comment during the meeting.
- Public body must make reasonable efforts to ensure that the members and the public can hear and observe each other.

Meeting Records – NRS 241.035

- The public body shall keep written minutes of each meeting, including:
 - Date, time, and place of the meeting;
 - Roll call of members;
 - Substance of all matters proposed, discussed, or decided;
 - Substance of remarks made by the public if request is made that minutes reflect the remarks, or if written remarks are prepared, a copy of the remarks if submitted for inclusion in the minutes
- Public body shall approve the meeting minutes within 45 days after the meeting or at the next meeting
- Meeting minutes are public records

Violations

- Action taken in violation of the OML is void. NRS 241.036
- The OAG has statutory enforcement powers under the OML and the authority to investigate and prosecute violations of the OML. NRS 241.037; NRS 241.039; NRS 241.040.
- If a violation is found, the public body must include an item on its next agenda which acknowledges the OAG's findings, and the OAG's opinion must be treated as supporting material for the item. NRS 241.0395.

Violations – Corrective Action

- When a violation of the OML occurs or is alleged, the OAG recommends that the public body made every effort to promptly correct the apparent violation. NRS 241.0365.
- Corrective action is prospective only. NRS 241.0365(4).
- Corrective action requires that the public body engage in an *independent deliberative action* in full compliance with the OML. *Page v. Mira Costa Community College Dist.*, 102 Cal. Rptr. 3rd 902, 930 (Cal. Ct. App. 2009).
- Corrective action must be clearly denoted by placing the term “for possible corrective action” next to the appropriate agenda item.

Violations – Criminal and Civil Penalties

- Each member of a public body who attends a meeting where any violation of the OML occurs, has knowledge of the violation, and participates in the violation, is guilty of a misdemeanor. NRS 241.040.
- In addition to any criminal penalty, members may be subject to administrative fines (\$500 for first offense, \$1,000 for second offense, \$2,500 for third offense)
- No criminal or civil penalty may be imposed against a member if reliance on legal advice provided by an attorney of the public body.

Assembly Bill 253 (2021)

- Public bodies not entirely comprised of elected officials may conduct meetings exclusively by means of remote technology systems
- To be able to hold a meeting using a remote technology system and no physical location, the public body must:
 1. Have an Internet website; and
 2. Post to that website the Notice and Agenda and supporting materials

Assembly Bill 253 (2021)

- If conducting a meeting using a remote technology system and no physical location, notice must also include information on how the public may use the remote technology system to hear and observe the meeting, participate in the meeting by telephone, and provide live public comment during the meeting.
- Agenda and notice must be posted to the public body's website not later than 9 a.m. on the third working day before the meeting

Additional Points

- Parliamentary procedure is not addressed in the OML – Duties of the presiding officer, recognizing speakers, motions and voting, making a clear record. *See, e.g., Robert's Rules of Order* (11th ed. 2011).
- Disclosure and abstention **prior to consideration of a topic** in conformance with Ethics in Government Law (NRS Chapter 281A). Abstain only in a clear case where the independence of judgement of a reasonable person in your situation would be materially affected by the conflict of interest disclosed. *See* NRS 281A.420; *see also Carrigan v. Commission on Ethics*, ___ Nev. ___, 313 P.3d 880 (2013).

Questions?

- Nevada Open Meeting Law Manual:

http://ag.nv.gov/uploadedFiles/agnv.gov/Content/About/Governmental_Affairs/2019-03-26_OML_12TH_AGOMANUAL.pdf

- Nevada Attorney General Phone Numbers:

- (775) 684-1100
- (702) 486-3420



NEVADA STATE BOARD OF ATHLETIC TRAINERS
Public Records Request
Deliver or Mail: 6170 Mae Anne Avenue, Suite 1, Reno, NV 89523
eFax: 1-775-403-1970
Attention: Michelle R. Cothrun, Public Records Officer

Date of Request	
Requestor Contact Information	
Name:	
Organization:	
Address:	
City, State, Zip:	
Phone:	
E-mail:	

Records Requested:
Check one: <input type="checkbox"/> Paper copies <input type="checkbox"/> Electronic copies <input type="checkbox"/> Certified copies <input type="checkbox"/> Inspection (in person)
<i>Please be specific and include as much detail as possible regarding the records you are requesting.</i>

<i>To complete an estimate, the agency will need the following information:</i>			
<input type="checkbox"/> I will pick up	<input type="checkbox"/> Please FedEx <i>Fed Ex billing number:</i>	<input type="checkbox"/> Please send USPS	<input type="checkbox"/> E-mail (if format allows)

Statement	
<input type="checkbox"/> I understand there is a charge for copies of public records. I understand I will receive a written estimate for production of the records indicated above if the estimated cost is expected to be over \$25.00, which I will be required to pay in full prior to inspection or reproduction. Materials will be held for 30 days.	
Requester Signature	_____ Signature

Office Use Only

Request status:		Estimate:	
Date	Request received	Estimate:	\$ _____
_____	Receipt acknowledgement issued	Date deposit received	_____
_____	Request filled	Actual (if different):	\$ _____
_____	Estimated completion	Date final payment received	_____
_____	Estimate provided	Completed by	_____
_____	Request denied in whole		
_____	<i>Other:</i>		

Retain request form for three (3) calendar years from the end of the calendar year in which the response was completed according to RDA 2015013

Public Record Request

Please submit the request in writing by filing out the [NSBAT Public Records Request Form](#) (below). Send the request to the attention of the Board's Public Information Officer.

You can submit your request any of the following ways:

- Email: atrainerv@nsbat.nv.gov
- Personal Delivery or Mail to the Board Administrative Office: 6170 Mae Anne Ave., Suite 1, Reno, NV 89523; or
- eFax: 1-775-403-1970

Requests should be as specific as possible and include the requester's contact information. The Board will respond to the request within five (5) business days.

If the request cannot be fulfilled within five (5) business days, the Board will provide written notice of that fact and let the requester know the earliest date and time it reasonably believes the record will be available. It may work with the requester to focus the request so the Board can respond as expeditiously as possible.

Fees for Public Records

Per NRS 239.052, a government entity is permitted to charge a fee for the actual cost incurred in the provision of a public record. This includes, without limitation, the cost of ink, toner, paper, media, and postage.

The Board will inform the requester of any fees, if applicable, prior to responding to the request.

- [NSBAT Public Record Request Form](#)

Request ADA document remediation for individuals using assistive technology devices

- [Home](#)
- [State of Nevada](#)
- [Nevada Governor](#)
- [NRS 640B](#)
- [NAC 640B](#)

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Treasury Management

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You have enough day-to-day challenges without having to worry about complex banking services that make it harder to run your business.

Business Essentials offers a smart, straightforward banking solution with the core treasury services you need. Experience streamlined pricing, a consistent set of services, and improved implementation and onboarding.

**Easy onboarding**

Standardized, automated process with electronic signatures for a smooth start.

**Advanced protection**

Both check and ACH fraud protection, at no additional cost.

**Local support and scalability**

Additional local services for your business needs now, and in the future.

**Simplicity**

Easy-to-understand legal documents and streamlined pricing.

How it works

01 | Learn

Review our straightforward set of core treasury services that includes 50 transactions, 5 incoming wires, and 5 outgoing *CEO*[®] wires each month for up to 5 accounts — with no set-up fees required. Plus, the flexibility to add more accounts, services, and transactions*.

02 | Implement

E-sign the required documents to implement your new products and services. Then set up users on our online portal.

03 | Go

Make and receive payments securely, help protect your accounts from fraud, and enjoy streamlined pricing.

*Additional fees may apply.

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The essentials you need, with the flexibility you want

Business Essentials includes these core treasury services:

Payables

- Checks
- Online ACH (prepaid credits only)
- *CEO*[®] Wires*
- Online account transfers

Receivables

- Wires*
- ACH
- Remote deposit service

Fraud Protection

- Positive pay or payment authorization
- ACH debit-blocking service
- Payee validation

Visibility

- Online banking
- Transaction and image search
- Alerts
- Statements and notices report
- Express balance report
- Self-administration
- ACH return/notifications of change reports

*Five incoming wires and five outgoing *CEO* wires included monthly. Additional wires available on an unlimited basis for an additional fee.

Do you want help to

- Gain easy access to a comprehensive set of core treasury services?
- Work with a local, dedicated team who is focused on your needs?



Ask your Wells Fargo representative if Business Essentials is right for you.

An all-inclusive bundle. A better way to bank.

What to expect when implementing Business Essentials



What is Business Essentials?

Business Essentials is our signature treasury service that includes the tools you need to help effectively manage your business checking account — all in one conveniently bundled, affordably priced package.

Instead of paying piece-by-piece for products and services, one monthly price* gives you all of the following.

You need	We provide
Payables	<ul style="list-style-type: none">• Internal account transfers• ACH prepaid credits• Checks• Wires (five outgoing per month)
Receivables	<ul style="list-style-type: none">• ACH• Remote deposit• Wires (five incoming per month)
Fraud protection	<ul style="list-style-type: none">• ACH debit-blocking• Payment authorization• Positive pay with payee validation
Online account management	<ul style="list-style-type: none">• Online banking portal• Administration• Alerts• Statements & Notices report• Transaction and image search• Treasury Information Reporting<ul style="list-style-type: none">• ACH return and notification of change report• Express balance report

Why Business Essentials?

It's streamlined. Time-saving features can help simplify implementation. For example, the ability to sign documents electronically, can help cut down on all the back and forth.

Smart. With Business Essentials, you pay one monthly fee for your all-inclusive services bundle. This helps make your monthly statement much easier to review.

Secure. Our online banking portal uses strong data encryption, firewalls, and password protection. We also provide several fraud prevention services that you can access through the portal and on your mobile devices†.

And scalable. The service can grow as you grow. As your business needs mature, you can add more services as you need them, when you need them.

*Your standard monthly price includes up to five checking accounts and up to 50 total transactions (inclusive of ACH credits, wires checks, and remote deposit). Additional accounts can be added for an additional cost. Your Wells Fargo treasury management sales consultant can provide you with pricing.

†Download the latest version of the CEO® Mobile app available for your device from the Apple App Store® or Google Play™ store.

Getting started

Here are a few important things that you and your administrators need to know before you get started with Business Essentials.

Know what's in your bundle.

The Business Essentials package comprises a standard set of services. Services can't be substituted or subtracted from the bundle, but you can always add more services* as you need them, when you need them.

*Additional rates apply

Keep track of your accounts.

Your standard monthly price includes five checking accounts. Additional accounts can be added for an additional cost. Your Wells Fargo treasury management sales consultant can provide you with pricing.

Be prepared to self-implement.

Implementation is automated, to help you get up and running quickly. Instead of assigning an implementation consultant, we send you instructions and links to training resources. This means you can go at your own pace, at your convenience.

Download your docs and sign electronically.

You can access, and electronically sign, all required legal agreements through our secure online banking portal. Your authorized representative executes one set of agreements for each legal entity you set up on Business Essentials.

Train on demand.

We email you a customized training plan, which links to online training for all of your products and services. While the training is self-led and self-paced, you can always ask for help from our Customer Care for Businesses (CC4B) Service Office

Get in front of fraud.

Fraud services, including positive pay and ACH debit-blocking, are required for every account. Your fraud features are enabled approximately 10 days after the rest of your services to give you time to complete your fraud services training. Training includes instructions on how to upload your check file and import your pre-authorized ACH IDs.

Embrace electronic payments.

We highly encourage electronic means of payment, such as ACH, because they're much less vulnerable to fraud. Checks, by contrast, are the payment method most susceptible to fraud, per the most recent AFP study.[†]

[†]"2020 Payments Fraud and Control Report: Key Highlights," AFP Research, April 2020

Protect your checks.

If you do have a business need to issue checks, you can use our online banking portal to easily review your check and ACH exception items. For your security, any items not decisioned by you are automatically returned. Additionally, any accounts that don't allow check writing are set to \$0 to help prevent check cashing against those accounts.

Do you need a scanner?

Check scanners are not included in your Business Essentials package, but are available to purchase. If you need a check scanner for your remote check deposits, you can ask your treasury management sales consultant for a current list of models and prices.

Pre-fund your ACH payments.

When you initiate an ACH payment or payment file, your account is immediately debited. Pre-paying your ACH transactions helps ensure that you don't run into funding issues.

Bid farewell to retail. Retail banking products, such as Business Online Banking and debit cards, are not compatible with Business Essentials. Those services are turned off when you begin your Business Essentials conversion.

Update alerts. Make sure that your system administrators update your fraud alert settings for any new accounts you add to Business Essentials. These alerts notify you of ACH Fraud Filter and positive pay exceptions.

Adopt dual control. Dual custody (control) is required for initiating payments, using positive pay, and for certain administration features, like setting user permissions and restrictions. If you're currently set up to use single custody for these functions, you will be automatically converted to dual custody for added security.

Review your eligibility. Although rare, some accounts have restrictions that make them ineligible for Business Essentials. Be sure to ask your Wells Fargo representative about any specific eligibility requirements before you proceed. If one or more of your accounts is ineligible, you'll need to open new accounts and obtain new account numbers before converting to Business Essentials.

Live in five

Get up and running in five simple steps.

Step 1: Evaluate.

Before you get started, touch base with your treasury management sales consultant to determine if Business Essentials is right for you. When you're ready to get going, simply:

- Acknowledge that your training is to be self-led
- Confirm which of your users will have administrative access to the online banking portal

Step 2: Agree.

Your treasury management sales consultant initiates your implementation request after you've reviewed the pricing and have agreed to move forward.

Step 3: eSign.

Your authorized representative signs any required legal documents electronically using our online banking portal.

Step 4: Go partially live.

You receive an email when your services — except for fraud services — are live. The email includes:

- Your online training plan¹
- The date when your fraud services will be ready for use²
- Instructions for granting user entitlements using the online banking portal

1. All users granted access to the system are required to participate in the online training for any services to which they have access.

2. Fraud services are enabled within 10 days of you signing the legal documents.

Step 5: Go completely live.

Once your fraud services are live, your implementation is officially complete.

Quick-start checklist

If you decide to implement Business Essentials, you can use the following checklist to keep track of your action items.

Have you...

Electronically signed all required legal documents?

Completed your online training?

Set up your fraud services?

Uploaded your outstanding check register for positive pay?

Input your preauthorized ACH IDs?

Activated your fraud alerts?

Set up your system users and their entitlements?



Are you ready to take the next steps?

Feel free to set up some time with your treasury management sales consultant to start your evaluation. We're excited to hear from you and ready to give you all the help you need to get your implementation underway.

Register Today! CARE Conference 2022
Board of Certification, Inc. <BOC@bocatc.org>
Thu 6/16/2022 6:17 AM
To:

- Athletic Trainers <atrainner@nsbat.nv.gov>

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.



The Omaha Marriott Downtown at the Capitol District CARE CONFERENCE | JULY 15-16

The Board of Certification, Inc. (BOC) is hosting the 10th CARE Conference July 15-16, 2022, in Omaha, Nebraska and formally invites you and your colleagues to attend the conference.

The conference explores regulatory best practices and trends. Program topics will empower state regulators and leaders in developing strategic initiatives and resolutions that protect the public.

Conference Objectives

- Describe how a compact may be beneficial for Athletic Trainers (AT) and the role regulators play in developing a compact.
- Describe how regulators navigate complex disciplinary cases (i.e., sexual boundary issues) by implementing best practices.
- Describe the role regulators play in the well-being of licensees.
- Summarize recent case law that may have an overall impact on occupational regulation.
- Identify what we have learned about DEI and how we can integrate it into regulatory administration.
- Describe BOC strategic initiatives and how they impact regulators and AT regulations.
- Identify best practices in processing disciplinary cases.
- Describe how ATs are using telehealth to better understand how to regulate telehealth practice.

Conference Schedule

Friday, July 15 8 a.m.-5 p.m. CT (Breakfast and lunch included)
5 p.m. CT - Welcome Reception and Awards

Saturday, July 16 8 a.m.-12 p.m. CT (Breakfast included)

The BOC will fund hotel accommodations for up to two nights for one representative from each state regulatory board/agency. The registration fee and travel expenses will be your responsibility.

The \$300 registration fee includes breakfast, lunch and an evening reception on Friday and breakfast on Saturday. The conference begins at 8 a.m. CT on Friday, July 15 and ends at 12:30pm CT on Saturday, July 16.

[Register](#)

- Take advantage of BOC funding (Complimentary two hotel nights for one invitee)
- If you are not the person who will be representing your state regulatory board/agency, please forward this email to the individual who will be attending and copy CARE@bocatc.org
- **Complete the online form using the Register button above**
- Select your state under "I represent the following State Regulatory Board/Agency"
- Register for the CARE Conference 2022
- Pay the registration fee
- BOC will reserve a hotel room on your behalf and send a confirmation

Additional Guest Registration

Additional guests who would like to attend the conference can register on the [CARE Conference 2022](#) website. Again, the registration fee is \$300 per person. The hotel rate for additional guests is \$159 + room tax per night (unless sharing a room with the "Invitee" registrant). [Reserve your hotel room](#)

The registration deadline has been extended to June 30, 2022

Please contact the BOC at (877) 262-3926 or visit the [BOC website](#) for additional program details if you have questions regarding this exciting, educational conference. We hope to see you in July.

**PROPOSED REGULATION OF
THE BOARD OF ATHLETIC TRAINERS**

LCB File No. R148-20

September 11, 2020

EXPLANATION – Matter in *italics* is new; matter in brackets [~~omitted material~~] is material to be omitted.

AUTHORITY: §§1, 3, 10, NRS 640B.260; §§2 and 11, NRS 640B.260 and 640B.310; §4, NRS 622A.360, 622A.390 and 640B.260; §§5-8, NRS 233B.120 and 640B.260; §9, NRS 233B.100 and 640B.260; §12, NRS 640B.260 and 640B.410.

A REGULATION relating to athletic training; providing for the approval of the Board of Athletic Trainers of certain programs of study; requiring the submission of certain information to the Board by licensees and applicants for licenses; authorizing the Chair of the Board to rule on certain motions in a contested case under certain circumstances; establishing procedures concerning petitions for declaratory orders and advisory opinions; establishing procedures concerning petitions requesting the adoption, filing, amendment or repeal of a regulation; revising provisions governing certain fees charged and collected by the Board; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

Under existing law, an applicant for a license to engage in the practice of athletic training must, in addition to certain other requirements, have at least a bachelor’s degree in a program of study approved by the Board of Athletic Trainers. (NRS 640B.310) **Section 2** of this regulation provides Board approval of each bachelor’s degree program of study that is accredited by the Commission on Accreditation of Athletic Training Education.

Under existing law, an applicant for the issuance or renewal of a license to engage in the practice of athletic training is required to provide the Board with certain information as a condition of licensure. (NRS 640B.310, 640B.330, 640B.340) **Section 3** of this regulation requires an athletic trainer who is licensed by the Board or an applicant for such a license to report to the Board, within 30 days after an event occurs, certain: (1) criminal actions or convictions; (2) disciplinary or other administrative actions; (3) civil actions relating to his or her practice as an athletic trainer; and (4) orders for protection against domestic violence. **Section 3** also establishes certain procedures that the Board will follow upon receipt of such a report.

Existing law establishes certain uniform procedures to be used in the prosecution of contested cases before certain regulatory bodies in this State, including the Board. (Chapter 622A of NRS) Those procedures govern, among other things, the filing and disposition of certain

pre-hearing motions and certain motions filed after the close of a hearing. (NRS 622A.360, 622A.390) **Section 4** of this regulation provides that if the Board hears a contested case, the Chair of the Board is authorized to rule on such motions or to call a meeting of the Board to rule on such motions.

Existing law requires certain regulatory agencies to provide by regulation for the filing and prompt disposition of petitions for declaratory orders and advisory opinions as to the applicability of any statutory provision, agency regulation or decision of the agency. (NRS 233B.120) **Sections 5-8** of this regulation establish procedures concerning petitions for declaratory orders and advisory opinions filed with the Board in compliance with the statutory requirements.

Existing law provides that any interested person may petition certain regulatory agencies requesting the adoption, filing, amendment or repeal of a regulation and requires each such agency to prescribe by regulation the form for such petitions and the procedure for their submission, consideration and disposition. (NRS 233B.100) **Section 9** of this regulation establishes procedures concerning such petitions filed with the Board.

Existing law requires that, with certain exceptions, an applicant for a license to engage in the practice of athletic training must, in addition to certain other requirements, pass the examination prepared by the National Athletic Trainers Association Board of Certification or its successor organization. (NRS 640B.310) Existing regulations provide that the passing grade on the examination will be determined by the National Athletic Trainers' Association Board of Certification, Inc. or its successor organization. (NAC 640B.040) Existing regulations also adopt by reference certain standards of professional practice and requirements to maintain certification published by that organization. (NAC 640B.030) **Sections 10 and 11** of this regulation revise the name of the organization to the Board of Certification, Inc.

Under existing law and regulations, the Board of Athletic Trainers has established certain fees. (NRS 640B.410; NAC 640B.060) **Section 12** of this regulation revises the amount of the fee for an initial application for a license to engage in the practice of athletic training. **Section 12** also establishes a fee for an initial application for a license to engage in the practice of athletic training without examination.

Section 1. Chapter 640B of NAC is hereby amended by adding thereto the provisions set forth as sections 2 to 9, inclusive, of this regulation.

Sec. 2. 1. *For the purposes of NRS 640B.310, an applicant for a license who has at least a bachelor's degree in a program of study that is accredited by the Commission on Accreditation of Athletic Training Education, or its successor organization, has at least a bachelor's degrees in a program of study approved by the Board.*

2. Information about programs of study that are accredited by the Commission on Accreditation of Athletic Training Education may be obtained at the Internet website <https://caate.net>.

Sec. 3. 1. *Not later than 30 days after the occurrence of the event, a licensee or an applicant for a license shall report to the Board:*

(a) Any criminal action taken or conviction obtained against the licensee or applicant, other than a minor traffic violation, in this State or any other state, territory or possession of the United States or the District of Columbia or by the Federal Government, a branch of the Armed Forces of the United States or any local or federal jurisdiction of a foreign country.

(b) Any disciplinary action taken against any professional license or certificate that the licensee or applicant holds in this State or any other state, territory or possession of the United States or the District of Columbia and any other administrative action taken against the licensee or applicant initiated in this State or any other state, territory or possession of the United States or the District of Columbia.

(c) Any civil action filed against the licensee or applicant relating to his or her practice as an athletic trainer in this State, any other state, territory or possession of the United States, the District of Columbia or any federal court.

(d) Any order for protection against domestic violence issued against the licensee or applicant in this State or any other state, territory or possession of the United States or the District of Columbia or by the Federal Government, a branch of the Armed Forces of the United States or any local or federal jurisdiction of a foreign country.

2. The Executive Secretary of the Board or his or her designee shall review each report submitted pursuant to subsection 1 and may take any or all of the following actions:

(a) Conduct an investigation pursuant to NRS 640B.720.

(b) Require the licensee or applicant to provide additional relevant information.

3. If a licensee or an applicant for a license fails to report any information required by this section, the Board will determine whether or not to take disciplinary action against the licensee or refuse to issue a license to the applicant.

4. A licensee or an applicant for a license who fails to report to the Board any information required by this section is subject to disciplinary or other action pursuant to NRS 640B.700.

Sec. 4. *If, pursuant to NRS 622A.300, the Board hears a contested case, the Chair of the Board may:*

1. Rule on any prehearing motion filed with the Board pursuant to NRS 622A.360 or call a meeting of the Board to rule on the motion.

2. Rule on any motion filed with the Board after the close of the hearing pursuant to NRS 622A.390 or call a meeting of the Board to rule on the motion.

Sec. 5. *1. The Board will consider a petition for a declaratory order or an advisory opinion as to the applicability of a statutory provision or a regulation or decision of the Board.*

2. A petition for a declaratory order or an advisory opinion must be in writing on a form prescribed by the Board.

Sec. 6. *1. Except as otherwise provided in subsection 2, upon receiving a petition for a declaratory order or an advisory opinion, the Executive Secretary will place the matter on the agenda for discussion at the next regularly scheduled meeting of the Board.*

2. If the petition is received less than 30 days before the next regularly scheduled meeting, the petition may be placed on the agenda for discussion at the next meeting after that meeting.

3. *At a meeting at which a petition has been placed on the agenda for discussion, the Board will consider any information relevant to the petition, including, without limitation:*

(a) Oral or written testimony; and

(b) Any other evidence.

4. *After consideration of the information relevant to the petition, the Board will grant or deny the petition.*

5. *If the Board denies the petition, no further action will be taken.*

Sec. 7. 1. *If the Board grants a petition pursuant to subsection 4 of section 6 of this regulation, the Board will issue a declaratory order or an advisory opinion. The Chair of the Board or other presiding officer shall assign one member of the Board to write the declaratory order or advisory opinion. Not later than 30 days after being assigned to write the declaratory order or advisory opinion, the member shall complete the draft of the declaratory order or advisory opinion, after reviewing comments by all members of the Board on the issue, researching the issue and seeking the assistance of the Attorney General, if necessary. Upon completion of the draft of the declaratory order or advisory opinion, the assigned member shall submit it to the Board for final approval at the next regularly scheduled meeting of the Board. To be issued as a final declaratory order or advisory opinion of the Board, the draft of the order or opinion must be approved by a majority of the members of the Board who are present at the meeting.*

2. *After the Board renders its declaratory order or advisory opinion, the Board will give notice of it to the petitioner.*

Sec. 8. *A petitioner shall comply with the provisions of a declaratory order or advisory opinion issued by the Board in response to his or her petition.*

Sec. 9. 1. *Pursuant to NRS 233B.100, any interested person may petition the Board for the adoption, filing, amendment or repeal of any regulation.*

2. A petition for the adoption, filing, amendment or repeal of a regulation must be in writing on a form prescribed by the Board and include:

(a) The name and address of the petitioner;

(b) The reason for petitioning for the adoption, filing, amendment or repeal of the regulation;

(c) The proposed language of the regulation to be adopted, filed or amended or the existing language of the regulation to be repealed, as applicable;

(d) The statutory authority for the adoption, filing, amendment or repeal of the regulation;
and

(e) Any relevant data, views and arguments that support the petition for the adoption, filing, amendment or repeal of the regulation.

3. The Board may refuse to act upon a petition for the adoption, filing, amendment or repeal of a regulation if the petition does not include the information required by subsection 2.

4. The Board will notify the petitioner in writing of the Board's decision regarding the petition within 30 days after the date on which the petitioner files the petition. If the Board approves the petition for the adoption, filing, amendment or repeal of a regulation, the Board will initiate regulation-making proceedings concerning that regulation within 30 days after the date on which the petitioner files the petition.

Sec. 10. NAC 640B.030 is hereby amended to read as follows:

640B.030 1. The Board hereby adopts by reference the standards of professional practice and the requirements to maintain certification, including, without limitation, any requirements

for continuing education, set forth in *Standards of Professional Practice* adopted by the ~~[National Athletic Trainers' Association]~~ Board of Certification, Inc. The publication is available, free of charge, from the ~~[National Athletic Trainers' Association]~~ Board of Certification, Inc., at the Internet address <http://www.bocatc.org>.

2. The Board will periodically review the standards and the requirements in the publication described in subsection 1. Within 30 days after each review, the Board will determine whether any change made to the standards or the requirements is appropriate for application in this State. If the Board does not disapprove a change to an adopted standard or requirement within 30 days after each review, the change is deemed to have been approved by the Board.

Sec. 11. NAC 640B.040 is hereby amended to read as follows:

640B.040 The passing grade for the examination required by paragraph ~~(g)~~ (f) of subsection 1 of NRS 640B.310 will be determined by the ~~[National Athletic Trainers' Association]~~ Board of Certification, Inc., or its successor organization.

Sec. 12. NAC 640B.060 is hereby amended to read as follows:

640B.060 1. The Board will charge and collect the following fees:

For an initial application for a license	[\$300] \$250
<i>For an initial application for a license without examination</i>	<i>\$300</i>
For the renewal of a license.....	150
For the restoration of an expired license	300
For the issuance of a duplicate license	25
For a change of name on a license	25
For a list of business addresses of licensees.....	25

For a list of business addresses of licensees on mailing labels100
For a dishonored check25

2. A fee charged and collected pursuant to this section:
- (a) Must accompany the application or other documentation to which the fee pertains; and
 - (b) Is not refundable.

**PROPOSED REGULATION OF
THE BOARD OF ATHLETIC TRAINERS**

LCB File No. R148-20

September 11, 2020

EXPLANATION – Matter in *italics* is new; matter in brackets ~~omitted material~~ is material to be omitted.

AUTHORITY: §§1, 3, 10, NRS 640B.260; §§2 and 11, NRS 640B.260 and 640B.310; §4, NRS 622A.360, 622A.390 and 640B.260; §§5-8, NRS 233B.120 and 640B.260; §9, NRS 233B.100 and 640B.260; §12, NRS 640B.260 and 640B.410.

A REGULATION relating to athletic training; providing for the approval of the Board of Athletic Trainers of certain programs of study; requiring the submission of certain information to the Board by licensees and applicants for licenses; authorizing the Chair of the Board to rule on certain motions in a contested case under certain circumstances; establishing procedures concerning petitions for declaratory orders and advisory opinions; establishing procedures concerning petitions requesting the adoption, filing, amendment or repeal of a regulation; revising provisions governing certain fees charged and collected by the Board; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

Under existing law, an applicant for a license to engage in the practice of athletic training must, in addition to certain other requirements, have at least a bachelor's degree in a program of study approved by the Board of Athletic Trainers. (NRS 640B.310) **Section 2** of this regulation provides Board approval of each bachelor's degree program of study that is accredited by the Commission on Accreditation of Athletic Training Education.

Under existing law, an applicant for the issuance or renewal of a license to engage in the practice of athletic training is required to provide the Board with certain information as a condition of licensure. (NRS 640B.310, 640B.330, 640B.340) **Section 3** of this regulation requires an athletic trainer who is licensed by the Board or an applicant for such a license to report to the Board, within 30 days after an event occurs, certain: (1) criminal actions or convictions; (2) disciplinary or other administrative actions; (3) civil actions relating to his or her practice as an athletic trainer; and (4) orders for protection against domestic violence. **Section 3** also establishes certain procedures that the Board will follow upon receipt of such a report.

Existing law establishes certain uniform procedures to be used in the prosecution of contested cases before certain regulatory bodies in this State, including the Board. (Chapter 622A of NRS) Those procedures govern, among other things, the filing and disposition of certain

pre-hearing motions and certain motions filed after the close of a hearing. (NRS 622A.360, 622A.390) **Section 4** of this regulation provides that if the Board hears a contested case, the Chair of the Board is authorized to rule on such motions or to call a meeting of the Board to rule on such motions.

Existing law requires certain regulatory agencies to provide by regulation for the filing and prompt disposition of petitions for declaratory orders and advisory opinions as to the applicability of any statutory provision, agency regulation or decision of the agency. (NRS 233B.120) **Sections 5-8** of this regulation establish procedures concerning petitions for declaratory orders and advisory opinions filed with the Board in compliance with the statutory requirements.

Existing law provides that any interested person may petition certain regulatory agencies requesting the adoption, filing, amendment or repeal of a regulation and requires each such agency to prescribe by regulation the form for such petitions and the procedure for their submission, consideration and disposition. (NRS 233B.100) **Section 9** of this regulation establishes procedures concerning such petitions filed with the Board.

Existing law requires that, with certain exceptions, an applicant for a license to engage in the practice of athletic training must, in addition to certain other requirements, pass the examination prepared by the National Athletic Trainers Association Board of Certification or its successor organization. (NRS 640B.310) Existing regulations provide that the passing grade on the examination will be determined by the National Athletic Trainers' Association Board of Certification, Inc. or its successor organization. (NAC 640B.040) Existing regulations also adopt by reference certain standards of professional practice and requirements to maintain certification published by that organization. (NAC 640B.030) **Sections 10 and 11** of this regulation revise the name of the organization to the Board of Certification, Inc.

Under existing law and regulations, the Board of Athletic Trainers has established certain fees. (NRS 640B.410; NAC 640B.060) **Section 12** of this regulation revises the amount of the fee for an initial application for a license to engage in the practice of athletic training. **Section 12** also establishes a fee for an initial application for a license to engage in the practice of athletic training without examination.

Section 1. Chapter 640B of NAC is hereby amended by adding thereto the provisions set forth as sections 2 to 9, inclusive, of this regulation.

Sec. 2. 1. *For the purposes of NRS 640B.310, an applicant for a license who has at least a bachelor's degree in a program of study that is accredited by the Commission on Accreditation of Athletic Training Education, or its successor organization, has at least a bachelor's degrees in a program of study approved by the Board.*

2. Information about programs of study that are accredited by the Commission on Accreditation of Athletic Training Education may be obtained at the Internet website <https://caate.net>.

Sec. 3. 1. Not later than 30 days after the occurrence of the event, a licensee or an applicant for a license shall report to the Board:

(a) Any criminal action taken or conviction obtained against the licensee or applicant, other than a minor traffic violation, in this State or any other state, territory or possession of the United States or the District of Columbia or by the Federal Government, a branch of the Armed Forces of the United States or any local or federal jurisdiction of a foreign country.

(b) Any disciplinary action taken against any professional license or certificate that the licensee or applicant holds in this State or any other state, territory or possession of the United States or the District of Columbia and any other administrative action taken against the licensee or applicant initiated in this State or any other state, territory or possession of the United States or the District of Columbia.

(c) Any civil action filed against the licensee or applicant relating to his or her practice as an athletic trainer in this State, any other state, territory or possession of the United States, the District of Columbia or any federal court.

(d) Any order for protection against domestic violence issued against the licensee or applicant in this State or any other state, territory or possession of the United States or the District of Columbia or by the Federal Government, a branch of the Armed Forces of the United States or any local or federal jurisdiction of a foreign country.

2. The Executive Secretary of the Board or his or her designee shall review each report submitted pursuant to subsection 1 and may take any or all of the following actions:

(a) Conduct an investigation pursuant to NRS 640B.720.

(b) Require the licensee or applicant to provide additional relevant information.

3. If a licensee or an applicant for a license fails to report any information required by this section, the Board will determine whether or not to take disciplinary action against the licensee or refuse to issue a license to the applicant.

4. A licensee or an applicant for a license who fails to report to the Board any information required by this section is subject to disciplinary or other action pursuant to NRS 640B.700.

Sec. 4. If, pursuant to NRS 622A.300, the Board hears a contested case, the Chair of the Board may:

1. Rule on any prehearing motion filed with the Board pursuant to NRS 622A.360 or call a meeting of the Board to rule on the motion.

2. Rule on any motion filed with the Board after the close of the hearing pursuant to NRS 622A.390 or call a meeting of the Board to rule on the motion.

Sec. 5. 1. The Board will consider a petition for a declaratory order or an advisory opinion as to the applicability of a statutory provision or a regulation or decision of the Board.

2. A petition for a declaratory order or an advisory opinion must be in writing on a form prescribed by the Board.

Sec. 6. 1. Except as otherwise provided in subsection 2, upon receiving a petition for a declaratory order or an advisory opinion, the Executive Secretary will place the matter on the agenda for discussion at the next regularly scheduled meeting of the Board.

2. If the petition is received less than 30 days before the next regularly scheduled meeting, the petition may be placed on the agenda for discussion at the next meeting after that meeting.

3. *At a meeting at which a petition has been placed on the agenda for discussion, the Board will consider any information relevant to the petition, including, without limitation:*

(a) Oral or written testimony; and

(b) Any other evidence.

4. *After consideration of the information relevant to the petition, the Board will grant or deny the petition.*

5. *If the Board denies the petition, no further action will be taken.*

Sec. 7. 1. *If the Board grants a petition pursuant to subsection 4 of section 6 of this regulation, the Board will issue a declaratory order or an advisory opinion. The Chair of the Board or other presiding officer shall assign one member of the Board to write the declaratory order or advisory opinion. Not later than 30 days after being assigned to write the declaratory order or advisory opinion, the member shall complete the draft of the declaratory order or advisory opinion, after reviewing comments by all members of the Board on the issue, researching the issue and seeking the assistance of the Attorney General, if necessary. Upon completion of the draft of the declaratory order or advisory opinion, the assigned member shall submit it to the Board for final approval at the next regularly scheduled meeting of the Board. To be issued as a final declaratory order or advisory opinion of the Board, the draft of the order or opinion must be approved by a majority of the members of the Board who are present at the meeting.*

2. *After the Board renders its declaratory order or advisory opinion, the Board will give notice of it to the petitioner.*

Sec. 8. *A petitioner shall comply with the provisions of a declaratory order or advisory opinion issued by the Board in response to his or her petition.*

Sec. 9. 1. *Pursuant to NRS 233B.100, any interested person may petition the Board for the adoption, filing, amendment or repeal of any regulation.*

2. A petition for the adoption, filing, amendment or repeal of a regulation must be in writing on a form prescribed by the Board and include:

(a) The name and address of the petitioner;

(b) The reason for petitioning for the adoption, filing, amendment or repeal of the regulation;

(c) The proposed language of the regulation to be adopted, filed or amended or the existing language of the regulation to be repealed, as applicable;

(d) The statutory authority for the adoption, filing, amendment or repeal of the regulation;
and

(e) Any relevant data, views and arguments that support the petition for the adoption, filing, amendment or repeal of the regulation.

3. The Board may refuse to act upon a petition for the adoption, filing, amendment or repeal of a regulation if the petition does not include the information required by subsection 2.

4. The Board will notify the petitioner in writing of the Board's decision regarding the petition within 30 days after the date on which the petitioner files the petition. If the Board approves the petition for the adoption, filing, amendment or repeal of a regulation, the Board will initiate regulation-making proceedings concerning that regulation within 30 days after the date on which the petitioner files the petition.

Sec. 10. NAC 640B.030 is hereby amended to read as follows:

640B.030 1. The Board hereby adopts by reference the standards of professional practice and the requirements to maintain certification, including, without limitation, any requirements

for continuing education, set forth in *Standards of Professional Practice* adopted by the ~~[National Athletic Trainers' Association]~~ Board of Certification, Inc. The publication is available, free of charge, from the ~~[National Athletic Trainers' Association]~~ Board of Certification, Inc., at the Internet address <http://www.bocatc.org>.

2. The Board will periodically review the standards and the requirements in the publication described in subsection 1. Within 30 days after each review, the Board will determine whether any change made to the standards or the requirements is appropriate for application in this State. If the Board does not disapprove a change to an adopted standard or requirement within 30 days after each review, the change is deemed to have been approved by the Board.

Sec. 11. NAC 640B.040 is hereby amended to read as follows:

640B.040 The passing grade for the examination required by paragraph ~~(g)~~ (f) of subsection 1 of NRS 640B.310 will be determined by the ~~[National Athletic Trainers' Association]~~ Board of Certification, Inc., or its successor organization.

Sec. 12. NAC 640B.060 is hereby amended to read as follows:

640B.060 1. The Board will charge and collect the following fees:

For an initial application for a license	[\$300] \$250
<i>For an initial application for a license without examination.....</i>	<i>\$300</i>
For the renewal of a license.....	150
For the restoration of an expired license	300
For the issuance of a duplicate license	25
For a change of name on a license	25
For a list of business addresses of licensees.....	25

For a list of business addresses of licensees on mailing labels100
For a dishonored check25

2. A fee charged and collected pursuant to this section:
- (a) Must accompany the application or other documentation to which the fee pertains; and
 - (b) Is not refundable.

Invoice



Zoom Video Communications Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95113

Invoice Date: Mar 7, 2022
Invoice #: INV136842982
Payment Terms: Due Upon Receipt
Due Date: Mar 7, 2022
Account Number: 7005291908
Currency: USD
Account Information: Nevada State Board of Athletic Trainers

Federal Employer ID Number: 61-1648780

Sold To Address: 6170 Mae Anne Avenue, Suite 1
Reno, Nevada 89523
United States
(775) 787-2636
atrainner@nsbat.nv.gov

Purchase Order Number:

Tax Exempt Certificate ID:

[Zoom W-9](#)

Bill To Address: 6170 Mae Anne Avenue, Suite 1
Reno, Nevada 89523
United States
(775) 787-2636
atrainner@nsbat.nv.gov

Charge Details

CHARGE DESCRIPTION	SUBSCRIPTION PERIOD	SUBTOTAL	TAXES, FEES & SURCHARGES	TOTAL
Charge Name: Zoom Phone Pay As You Go -- Proration				
Quantity: 1 Unit Price: \$0.00	Mar 7, 2022-Mar 25, 2022	\$0.00	\$0.00	\$0.00
Charge Name: Zoom Phone US/Canada Unlimited Calling Named User Annual -- Proration				
Quantity: 1 Unit Price: \$180.00	Mar 7, 2022-Jan 25, 2023	\$160.27	\$13.27	\$173.54

Subtotal **\$160.27**

Total (Including Taxes, Fees & Surcharges) **\$173.54**

Invoice Balance **\$0.00**

Taxes, Fees & Surcharge Details

CHARGE NAME	TAX, FEE OR SURCHARGE NAME	JURISDICTION	CHARGE AMOUNT	TAX, FEE OR SURCHARGE AMOUNT
Zoom Phone Pay As You Go	Fed Universal Service Fund	Federal	\$0.00	\$0.00
Zoom Phone Pay As You Go	State Universal Service Fund	State	\$0.00	\$0.00
Zoom Phone US/Canada Unlimited Calling Named User Annual	Fed Universal Service Fund	Federal	\$160.27	\$13.11
Zoom Phone US/Canada Unlimited Calling Named User Annual	State Universal Service Fund	State	\$160.27	\$0.16
Total (Including Taxes, Fees & Surcharges)				\$13.27

Transactions

Invoice Total				\$173.54
TRANSACTION DATE	TRANSACTION NUMBER	TRANSACTION TYPE	DESCRIPTION	APPLIED AMOUNT
Mar 7, 2022	P-154317785	Payment		(\$173.54)
Invoice Balance				\$0.00

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This plan includes products with monthly and/or yearly subscription periods. The subscription period for each plan, and the total charge, \$160.27 (plus applicable taxes and regulatory fees), per subscription period for that product are set out above in the Charge Details section. Unless you cancel, your subscription(s) will auto-renew each subscription period and each subscription period thereafter, at the price(s) listed above (plus any taxes and regulatory fees applicable at the time of renewal) and your payment method on file at zoom.us/billing will be charged. You can cancel auto-renewal anytime, but you must cancel by the last day of your current subscription period to avoid being charged for the next subscription period. You will not be able to cancel your "base plan" (Zoom Meetings, Zoom Phone, or Zoom Rooms) without first canceling all other subscriptions in your plan. If you cancel, you will not receive a refund for the remainder of your then-current subscription period. You can cancel by navigating to zoom.us/billing and clicking "Cancel Subscription," clicking through the prompts, and then clicking to confirm cancellation. Should Zoom change its pricing, it will provide you with notice, and you may be charged the new price for subsequent subscription.

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