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DEPARTMENT OF BUSINESS AND INDUSTRY  
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS

NEVADA STATE BOARD OF NURSING

BOARD MEETING MINUTES

July 16-17, 2025

The Nevada State Board of Nursing Board Meeting was called to order by Cheryl A. Maes, Ph.D., APRN, FNP-BC, APRN Member, President at 1:00 p.m., on July 16, 2025, at Zephyr Point Presbyterian Conference Center, 660 Highway 50, Zephyr Cove, Nevada 89448

**MEMBERS PRESENT**

Cheryl A. Maes, Ph.D., APRN, FNP-BC, APRN Member, President  
Elizabeth Trilops, RN, MBA/HCM, RN Member, Vice President  
Elizabeth De Leon-Gamboa, MSN Ed., RN, CPHQ, CCM, CMCN, RN Member, Secretary  
Richelle O'Driscoll, BA, MA, Consumer Member  
Ovidia McGuinness, LPN, LPN Member  
Tyler Johnson, BS, CNA, CNA Member  
Carla Doran, MSNed, RN, iCNA, CNE, RN Member

**MEMBERS ABSENT**

**OTHER'S PRESENT**

Cathy Dinauer, MSN, RN, FRE, Executive Director  
Fred Olmstead, General Counsel  
Kimberly A. Arguello, General Counsel  
Kevin Doty, Deputy Attorney General  
Gail Trujillo, Director of Licensure and Certification, HR  
Sam McCord, BSN, RN, Director of Investigations and Discipline  
Michelle Johnson, EdD, MSN, RN, CPNP-PC, Director of Nursing Education  
Rhoda Hernandez, Technology and Computer Systems Specialist  
Ross Armstrong, Executive Director, Nevada Commission on Ethics  
Rich Sturek, Computer Technical Services (CTS)  
Corina Jimenez, Executive Assistant  
Kristie Neuhauser, MBA, Accountant

**Call to Order:** The meeting was called to order at 1:00 p.m. on Wednesday, July 16, 2025.

**Public Comment:**

- None

**A. Board Governance and Administration**

1. Approval of May 14-15, 2025, Board meeting minutes: Approved under the Consent Agenda.
2. Review, discussion, and possible action regarding FY 2024/2025 Goals and Objectives: Approved under the Consent Agenda.
3. Review, discussion, and possible action regarding NSBN Staff/Board conference/training report. Approved under the Consent Agenda.
4. Annual approval of authorization of Executive Director to act as Board Agent for financial transactions, keeper of records (for issuing of and responding to subpoenas) and authority to accept voluntary surrender of licenses/certificates and as spokesperson for actions with other community groups or the media and other routine business functions. Approved under the Consent Agenda.
5. Review, discussion, and possible action regarding the approval FY 25/26 Goals and Objectives. C. Dinauer presented the agenda item. It was moved and seconded to approve the FY 25/26 Goals and Objectives as written. MOTION PASSED.
6. Review and discussion regarding NSBN fiscal year 2024-2025 annual budget. C. Dinauer and K. Neuhauser presented the agenda item. Discussion included revenue, expense budget versus actual budget, salaries, legal fees, and employee changes.
7. Review, discussion, and possible action regarding NSBN fiscal year 2025/2026 annual budget. C. Dinauer and K. Neuhauser presented the agenda item. Discussion included licensure fees have not increased in over 20 years, budgeting, salaries, PERS, PEBP, retirement, Las Vegas moving expenses, and general increase in expenses. It was moved and seconded to approve the 2025/2026 annual budget as written. MOTION PASSED.
8. Review, discussion, and possible action regarding FY 25/26 conference schedule. C. Dinauer presented the agenda item. Discussion included all National Council State Boards of Nursing (NCSBN) and the Council on Licensure, Enforcement and Regulation (CLEAR) conferences. The following conference schedule was requested: T. Johnson requested to attend the Discipline Meeting and Annual Meeting. E. Trilops requested to attend the Mid-Year Meeting. E. De Leon Gamboa requested to attend the Mid-Year Meeting and Discipline Meeting. C. Maes requested to attend the Mid-Year Meeting. C. Doran requested to attend the Discipline Meeting. O. McGuinness requested to attend CLEAR webinars. It was moved and seconded to approve the conference attendance as discussed. MOTION PASSED.
9. Review, discussion, and possible action regarding the travel policy. C. Dinauer presented the agenda item. Discussion included a brief overview of the travel policy and provided some specific details, including the new Southwest update regarding baggage fees and a defensive driving course requirement for NSBN employees. It was moved and seconded to approve the changes to the travel policy as presented. MOTION PASSED.
10. Review, discussion, and possible action regarding election of Officers of NSBN Board. C. Dinauer presented the agenda item. It was moved and seconded to approve C. Maes as President, E. Trilops as Vice President, and E. De Leon Gamboa as Secretary. MOTION PASSED.

11. Review and discussion regarding FY 24/25 Human Resources report. C. Dinauer presented the agenda item. G. Trujillo provided updates regarding the successful move of the Reno office, the Las Vegas office secured a new location, completion of staff evaluations, and no cost-of-living increase. Also, one employee is enrolled in a Business Management course, and one employee completed Medical Terminology. We have 27 total staff members, and an 81% retention rate. Board staff reviewed 23 policies and procedures in 24/25.
12. Review, discussion, and possible action regarding the Executive Director's Annual Performance Evaluation. Board members met with Executive Director C. Dinauer and conducted her annual performance evaluation. Prior to the final vote, Board Member McGuinness stated that she wished to withdraw her portion of the evaluation and removed herself from the meeting room. It was moved and seconded by the remaining Board Members to approve C. Dinauer's merit increase effective July 1, 2025. MOTION PASSED.
13. Presentation by the Nevada Office of the Attorney General regarding Board and Commission Training and Open Meeting Law. Kevin Doty, Deputy Attorney General from the Nevada Office of the Attorney General, was present to provide a presentation regarding Boards and Commissions Training and Open Meeting Law. The presentation included information regarding complying with Chapter 241 of Nevada Revised Statutes, public comment procedures, and detailed information on what constitutes a meeting, a quorum, and meeting minutes.
14. Presentation by the Nevada Commission on Ethics. Ross Armstrong, Executive Director from the Nevada Commission on Ethics, was present to provide annual Boards and Commissions Ethics Law Basics presentation. The presentation included information regarding complying with Chapter 281A of the Nevada Revised Statutes. He explained that the three functions of the Ethics Commission are to provide education and outreach, advisory opinions for ethics questions, and to receive and process complaints for possible ethics violations. He advised the Board of common ethical dilemmas and how to properly proceed in those situations.
15. Review, discussion, and possible action regarding the transfer of funds from the NSBN Operating Reserve Fund to the NSBN Operating Fund to finance costs related to NSBN Risk Management, Disaster Recovery, and Technology Upgrade objectives. C. Dinauer presented the agenda item. Discussion included the process of the reserve fund and operating fund. It was moved and seconded to approve the transfer of \$650,000 from the reserve fund to the operating fund for the costs related to NSBN Risk Management, Disaster Recovery, and Technology Upgrade objectives. MOTION PASSED.
16. Review, discussion, and possible action regarding nomination and appointment of delegates and alternate delegates to the National Council of State Boards of Nursing 2025 Annual Meeting. C. Dinauer presented the agenda item. It was moved and seconded to accept E. Trilops and T. Johnson as delegates and C. Maes as the alternate delegate. MOTION PASSED.
17. Review, discussion, and possible action regarding direction for voting at the National Council of State Boards of Nursing 2025 Annual Meeting. C. Dinauer presented the agenda item. It was moved and seconded to approve the Board and Director's recommendations regarding the 2026-2028 NCSBN Strategic Initiative Statement and the NCLEX Examination Committee (NEC) recommendations regarding the 2026 NCLEX-RN Test Plan and the 2026 NCLEX-PN Test Plan. MOTION PASSED.
18. Review, discussion, and possible action on the Conflict-of-Interest Policy Acknowledgement. C. Dinauer and F. Olmstead presented the agenda item. It was moved and seconded to approve the Conflict-of-interest Policy as proposed. MOTION PASSED.

19. Review and discussion regarding Pearson Test of English (PTE). G. Trujillo presented the agenda item. Discussion included name change to True Merit and recommended passing scores be increased above 56.
20. Review and discussion regarding Legislative update. C. Dinauer presented the agenda item. F. Olmstead provided updates on the 2025 Legislative session including information regarding the following bills:
  - Assembly Bill 319 regarding the delegation to medical assistants by APRNs;
  - Senate Bill 165 establishing a license as a Behavioral Health Psychological Examiner;
  - Assembly Bill 484 regarding expanded questions to the applications as voluntary questions;
  - Assembly Bill 483 regarding priority review of applications;
  - Assembly Bill 163 regarding counseling compact;
  - Senate Bill 189 regarding genetic counselor;
  - Assembly Bill 360 regarding eligible testing;
  - Assembly Bill 161 regarding hospice care;
  - Assembly Bill 64 regarding public meetings;
  - Senate Bill 498 regarding funding for nursing education;
  - Senate Bill 182 vetoed;
  - Senate Bill 34 no hearing.
21. Review, discussion, and possible action regarding changing the 2026 Board meeting date from March 18-19 to March 11-12, 2026, or March 25-26, 2026. C. Dinauer presented the agenda item. It was moved and seconded to approve the move from March 18-19, 2026, to March 11-12, 2026. MOTION PASSED.
22. Review, discussion, and possible action regarding possible Information Technology improvements to NSBN systems hardware and software systems. C. Dinauer presented the agenda item. Rich Sturek with CTS was present and provided a presentation regarding upgrading the IT system. Discussion included Las Vegas office upgrading board meeting audio visual equipment, backup media data cartridges, Cisco ASA5500 Firewalls for Las Vegas and Reno, new Dell computers, new monitors, and new Ricoh copiers for both offices. It was moved and seconded to approve the improvements as requested. MOTION PASSED.
23. Review and discussion regarding the fourth quarter Scope of Practice trends and FY 2024/2025 Annual Summary. S. McCord presented the agenda item. Discussion included a moderate decrease in calls at 121, compared to last year at 197, the average number of calls received per month was 30. APRN calls decreased to 60 as compared to 90 in the previous period. APRN common calls included medications and prescribing, GLP-1 compounding laws, storage of IV medications, telehealth interventions, cosmetic procedures, and delegating interventions to RNs in Med Spa settings. RN calls decreased to 28 as compared to 63 in the previous period. RN common calls included cosmetic procedures, IV Regulations/interventions, IV questions related to Mobile IV operations, Rapid Sequence Intubation (RSI), supervision, access to dangerous drugs, and requirements for level of supervision. LPN calls decreased to 20 as compared to 30 in the previous period. LPN common calls included cosmetic procedures including Botox procedures and lymphatic drainage massage. CNA calls decreased to 4 as compared to 11 in the previous period. CNA common calls include Patient Care Concerns related to Home Health Aid scope of practice and staffing ratios. Annual statistics were presented and detailed emerging trends regarding APRN telemedicine interventions, RN scope in out of hospital IV

administration, LPN scope in cosmetic interventions and CNA scope regarding cosmetic procedures.

24. Review, discussion, and possible action regarding NSBN board members roles and responsibilities. K. Arguello presented the agenda item. It was moved and seconded to approve the policy as written. MOTION PASSED.
25. Review and discussion regarding Frequently Asked Questions involving the NSBN investigation process. C. Dinauer presented the agenda item. S. McCord presented information related to the boards processes with complaints, determinations of violations, disciplinary outcomes, and timelines. There was further detail provided describing the weekly case review process, scoring tool utilized, and the agreement process.

## **B. Nursing Practice**

1. Review, discussion, and possible action regarding application for Board Approved Mental Health Evaluator. S. McCord presented the agenda item. It was moved and seconded to approve Michelle Giddings, DNP, APRN-BC, PMHNP-BC and Janet Baumann, Ph.D as the Mental Health Evaluators. MOTION PASSED.
2. Review, discussion, and possible action regarding application for Board Approved Substance Use Disorder and Mental Health Evaluator. S. McCord presented the agenda item. It was moved and seconded to approve Gregory P. Brown M.D. as the Mental Health Evaluator. MOTION PASSED.

## **C. Education**

1. Review and discussion regarding state and national first-time NCLEX pass-rates for 2025. M. Johnson presented the agenda item. Discussion included leadership article, NGN testing system, NCLEX 1<sup>st</sup> quarter scores of 2024 and 2025, 2024 and 2025 2<sup>nd</sup> quarter scores, and statistics with program types.
2. Review, discussion, and possible action regarding approval of Debbie Smith CTE Academy's initial application for a Nursing Assistant Training Program. T. Pachak presented the agenda item. Mike Gifford, Principal and Lindsey Comeau, instructor with CTE was present and provided a statement. It was moved and seconded to approve the application for the Debbie Smith CTE Academy. MOTION PASSED.

## **D. Discipline Programs**

1. Applications (initial and renewal in question)
  - a. Geise, Cynthia, RN applicant: K. Arguello presented the agenda item. C. Geise was present and provided a statement. It was moved and seconded to accept the application for licensure. MOTION PASSED.
  - b. Waller, Alicia, CNA031317: Renewal application denied for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.415 unprofessional conduct, and NAC 632.890 (26) violation of state/federal nursing law/regulation. Approved under the Consent Agenda.
  - c. Thibodeau, Donna, CNA037151: Renewal application denied for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.415 unprofessional conduct, and NAC 632.890 (26) violation of state/federal nursing law/regulation. Approved under the Consent Agenda.
  - d. Buenaventura, Jovito, CNA013470: Renewal application denied for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.415 unprofessional conduct, and NAC 632.890 (26) violation of state/federal nursing law/regulation. Approved under the Consent Agenda.



- e. Fuentes, Lisette, CNA032653: Renewal application denied for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.415 unprofessional conduct, and NAC 632.890 (26) violation of state/federal nursing law/regulation. Approved under the Consent Agenda.
- f. Ngoe, Sarah, CNA032146: Renewal application denied for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.415 unprofessional conduct, and NAC 632.890 (26) violation of state/federal nursing law/regulation. Approved under the Consent Agenda.

2. Settlement agreements:

- a. Dela Pena, Joanna, RN98064: Agreement for Reprimand and Continuing Education for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.890 (20) inaccurate recording, falsifying, and (27) customary standards of practice. Approved under the Consent Agenda.
- b. Player, Marissa, RN 871707: Voluntary Surrender of License in Lieu of Other Disciplinary Action for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.890 (9) impaired practice, (16) failing to properly document controlled substances, (18) diverting supplies, equipment or drugs for personal or unauthorized use, and (22) patient abandonment. Approved under the Consent Agenda.
- c. Clark, Libra, CNA 868147: Agreement for Reprimand and Continuing Education for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.890 (24) failing to collaborate with the Healthcare Team, (27) customary standards of practice, and (34) neglecting a patient. Approved under the Consent Agenda.
- d. Birnbaum, Lisa, RN23935: Agreement for Reprimand and Continuing Education for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.890 (16) failing to document properly the administration of a controlled substance and (27) customary standards of practice. Approved under the Consent Agenda.
- e. Cunningham, April, CNA023070: Voluntary Surrender of License in Lieu of Other Disciplinary Action for violation NRS 632.347 (1)(g) unprofessional conduct, (1)(o) failing to comply with board order, and NAC 632.890 (36) failing to comply. Approved under the Consent Agenda.
- f. Wang, Zhuowen, RN 850071: Agreement for Reprimand and Continuing Education for violation NRS 632.347 (1)(g) unprofessional conduct and NAC 632.890 (2) performing acts beyond the scope of the practice of nursing. Approved under the Consent Agenda.
- g. Callado, Raymundo, RN44810: Agreement for Reprimand and Continuing Education for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.890 (20) inaccurate recording, falsifying or otherwise altering or destroying records, and (27) customary standards of practice. Approved under the Consent Agenda.
- h. Maxie, Lashondar, LPN 820016: Agreement for Reprimand and Continuing Education for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.890 (20) inaccurate recording, falsifying or otherwise altering or destroying records, and (27) customary standards of practice. Approved under the Consent Agenda.
- i. Miller-Wilson, Mary, APRN 852681: Voluntary Surrender of License in Lieu of Other Disciplinary Action for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.890 (6) assigning or delegating functions, tasks or responsibilities of licensed persons to unqualified persons, (26) violation of state/federal nursing law/regulation, and (27) customary standards of practice. Approved under the Consent Agenda.
- j. Hubbard, Tiana, APRN002430: Agreement for Probation for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.890 (6) assigning or delegating functions, tasks or

responsibilities of licensed persons to unqualified persons, (26) violation of state/federal nursing law/regulation, and (27) customary standards of practice. Approved under the Consent Agenda.

- k. Antonie, Chad, APRN 847945: Agreement for Probation for violation NRS 632.347 (1)(g) unprofessional conduct, NAC 632.890 (6) assigning or delegating functions, tasks or responsibilities of licensed persons to unqualified persons, (26) violation of state/federal nursing law/regulation, and (27) customary standards of practice. Approved under the Consent Agenda.

3. Formal administrative hearings

- a. None

4. Special Action:

- a. None

**E. Recommendations for Agenda Items for Future Board Meetings**

- Review and discussion regarding the NSBN Newsletter contributions.
- Review and discussion regarding AI.

**Public Comment:**

- None

**Adjournment**

The meeting adjourned at 4:06 p.m. on Thursday, July 17, 2025.