

**STATE OF NEVADA COMMITTEE ON DOMESTIC VIOLENCE  
FORMS/TRAINING SUBCOMMITTEE**

**(BATTERER’S TREATMENT CERTIFICATION COMMITTEE)**

**MEETING MINUTES**

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*April 2, 2015, at 1:00 p.m.*  
Meeting Location:

Office of the Attorney General  
100 N. Carson Street  
Carson City, NV 89701

Tele-Conference Access:  
1-877-411-9748  
Access code: 9890482

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**Please Note:** The Forms/Training Subcommittee of the Committee on Domestic Violence may 1) address agenda items out of sequence to accommodate persons appearing before the Committee or to aid the efficiency or effectiveness of the meeting; 2) combine items for consideration by the public body; and 3) pull or remove items from the agenda at any time. The Committee may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. (NRS 241.030)

Public comment is welcomed by the Committee, but at the discretion of the chair, may be limited to five minutes per person. A public comment time will be available before any action items are heard by the public body and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and in his/her sole discretion. Prior to the commencement and conclusions of a contested case or a quasi judicial proceeding that may affect the due process rights of an individual the board may refuse to consider public comment.

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***Asterisks (\*) denote items on which the Committee may take action.  
Action by the Committee on an item may be to approve, deny, amend, or table.***

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**1. Call to order, roll call and establish quorum.**

Members Present  
Sue Meuschke  
Tim Hamilton

Members Absent  
Traci Dory

Attorney General’s Office  
Colleen Platt

Public Present

## 2. Public comment.

There was no public comment.

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

## 3. \*Discussion, recommendation, and possible action regarding the revision of Committee forms for alignment with the requirements set forth in NAC 228. (for possible action)

Sue Meuschke would like to discuss the information around the training. Colleen Platt asked if that was for the Application for Training Credits. Sue Meuschke stated yes. Sue Meuschke stated it is for the Application for Training Credits, the Request for Approval of New Provider, the Provider Qualification Checklist, the Request for Approval of New Supervisor, and the Supervisor Qualification Checklist forms.

Tim Hamilton had a question on how will we require new providers to have their initial sixty CEU's broken out into these training areas when there are no trainings that are specifically given to these training areas. Sue Meuschke stated this was not included on the agenda to discuss and may need another meeting to discuss that specifically. Colleen Platt stated this may be able to be discussed due to how it will be covered on the form. Colleen Platt asked Tim if this is in reference to NAC 228-110 7. (c). Tim Hamilton stated yes. Tim Hamilton discussed the changes made and reflected on the application for training credits. Tim Hamilton discussed how we show the new breakouts on the provider and supervisor qualification request packets. Colleen Platt clarified for the checklist. Tim Hamilton discussed that it is on the application for training credits, but not on the request for new approval. Tim Hamilton discussed NAC 228.110 7. (c) in the provider application and NAC 228.110 1. (d) in the supervisor application for the request of approval. Tim Hamilton discussed this requirement that has been attached to the application for training credits and if not then need to know how to submit a request for these applications that do not meet all these requirements.

Tim Hamilton had a question for Sue. Tim Hamilton discussed when we had these initial discussions around doing this breakout of these CEU's from sixty into all of these breakout areas that we must have talked about this, but I cannot remember what went on in those discussions. Sue Meuschke stated when discussing before did not talk about the forms. Tim Hamilton stated not the forms specifically. Tim Hamilton discussed how we make the provider give us the CEU's if not being offered in terms of their breakout areas that we have imposed on every new provider. Sue Meuschke discussed that Colleen (who is this person Sue is talking about) was going to work on bringing in a training that would have reached those items, but that did not happen. Tim Hamilton discussed that his question needs to be tabled until he actually presents somebody for approval and they do not get approval because they do not have the break outs and have that discussion at the meeting.

### **Discussion on Request for Approval of New Supervisor form.**

Colleen Platt stated to look at the Request for Approval of New Supervisor form. Colleen Platt discussed the top section of the form pertaining to new supervisor information (i.e. name, address, telephone number, etc.) and if that is okay on the form. Sue Meuschke and Tim Hamilton stated yes. Colleen Platt discussed the agency information and if that is okay on the form. Sue Meuschke and Tim Hamilton stated yes.

Discussion on the Qualifications Checklist on the Request for Approval of New Supervisor Form; NAC 228.110 1 (a), 1 (b)(1-4), 1 (c), 1 (d), 1 (e), 1 (f), 1 (g), and 1 (h). Sue Meuschke asked who is going to update this form. Colleen Platt stated more than likely she will be updating the form.

Colleen Platt did have a question on 228.110 1 (a) in asking the supervisor if they possess a Master's or doctorate degree and to check yes or no on the form. Sue Meuschke stated that is fine. Colleen Platt asked if they need to provide a copy or not. Tim Hamilton stated yes that we have asked for that. Colleen Platt suggested adding some language pertaining to providing a copy. Tim Hamilton stated that sounds appropriate. Sue Meuschke suggested the language of providing proof and if that would work or not. Colleen Platt asked if proof would be a statement, letter, copy, etc. Tim Hamilton stated they should have a copy of their certification. Colleen Platt discussed providing a photo copy and that it does not need to be a certified copy. Colleen Platt stated this is just a suggestion and that she can add to the form to provide a copy and/or proof. Colleen Platt discussed leaving it up to the reviewing staff as to what they need from the new supervisor for their application. Tim Hamilton discussed taking letters guaranteed from another country instead of a certificate. Colleen Platt discussed that a new supervisor applicant may be in the process of having their Master's dissertation being heard and the receipt of certification is pending.

Colleen Platt discussed 1 (b)(1-4); licensed in good standing in the stated as a psychologist, MFT, CSW, or medical doctor. Colleen Platt discussed that this requirement can be waived and discussed 4 of 228.110. Colleen Platt suggested providing a copy and/or proof of good standing, which is attainable and usually free. Sue Meuschke agreed. Colleen Platt suggested if it is waived that the applicant provide a waiver and should be included on the form. Sue Meuschke and Tim Hamilton stated yes.

Colleen Platt discussed 1 (c) and that under the regulation states at least two years of experience in a supervisory capacity or at least five years experience in the direct provision of services. Colleen Platt discussed that at least five years experience needs to be included on the Request for Approval of New Supervisor form and the Supervisor Qualification Checklist.

Colleen Platt, Tim Hamilton and Sue Meuschke discussed 1 (d) and 1 (e). Colleen Platt discussed 1 (d) in completed sixty hours of formal training; thirty victim and thirty perpetrator and 1 (e) in completed sixty hours in-service training. Colleen Platt, Tim Hamilton and Sue Meuschke discussed 1 (e) in that it needs to be revised to add see Formal Training Log. The Formal Training Log is where the applicant will fill out and describe the training. Tim Hamilton, Colleen Platt and Sue Meuschke discussed how to

properly break out for each training and discussed revising the Formal Training Log. Colleen Platt discussed coming up with codes for the Formal Training Log. Colleen Platt discussed 1(f) on the form. Colleen Platt asked if you ask for fingerprints. Tim Hamilton stated no and if the applicant is currently licensed goes through a checklist to be licensed. Tim Hamilton discussed NAC 228.110 1. (b). Sue Meuschke discussed that the person completing the application in signing is saying everything provided in the application to be true. Colleen Platt discussed penalty of perjury.

Colleen Platt discussed NAC 228.110 1. (f) pertaining to if the person is employed, or retained as an independent contractor, in the position of a supervisor of treatment after January 1, 2015, has satisfactorily completed at least twelve hours of Committee approved training in clinical supervision. Sue Meuschke and Tim Hamilton discussed two hours instead of twelve hours. Colleen Platt clarified that the regulation states twelve hours and is a separate requirement for a total of seventy-two hours of training. Colleen Platt asked how a new supervisor applicant provides proof of that training. Tim Hamilton discussed that the new supervisor applicant would have attended a training that says clinical supervision. Colleen Platt will contact LCB to verify the number of hours as well as review previous meeting minutes. Colleen Platt discussed creating a log for this for the application.

Colleen Platt and Sue Meuschke discussed 1(g). Sue Meuschke stated that is verified based on the training log.

Colleen Platt and Sue Meuschke discussed 1(h). Sue Meuschke stated that is in the In-Service Observation Log.

#### **Discussion on Request for Approval of New Provider form.**

Colleen Platt stated to look at the Request for Approval of New Provider form. The sections on New Provider Information and Agency Information on the form do not need any changes.

Discussion on the Qualifications Checklist on the Request for Approval of New Provider Form; NAC 228.110 7 (a), 7 (b), 7 (c), 7 (d), 7 (e), 7 (f), and 7 (g)

Colleen Platt discussed 7 (a). Colleen Platt suggested if it is waived that the applicant provide a waiver and should be included on the form. Colleen Platt stated attach a copy of the diploma is already on the form.

Colleen Platt discussed 7 (b) supervised by qualified supervisor of treatment. Colleen Platt asked if the applicant has to provide the name of the qualified supervisor of treatment. Tim Hamilton stated that the information is included in the Agency Information section of form. Sue Meuschke stated that Jennifer Kandt had a list of qualified supervisors of treatment. Colleen Platt discussed maintaining that list.

Discussion on 7 (c) and 7 (d) and that will be included on the Formal Training Log. Discussion on 7 (e), 7 (f) and 7 (g) and that will be included either on the training log and/or In-Service Observation Log. Discussion on moral turpitude.

**Discussion on Application for Training Credits form.**

Discussion on page one and adding and/or to the sentence on the form stating “Individuals wishing to conduct or attend training . . .”.

Discussion on page two of the form. Discussion on the Course Credit Information section that number of credits pertaining to victim services and perpetrator services needs to be changed to number of hours.

Discussion on page three and four of the form. Colleen Platt discussed that the Training Content Standards for Perpetrator Accountability and Victim Sensitivity no longer applies due to not having those distinctions. Colleen Platt discussed removing for now along with on page two of the form removing the Training Content Standards section. Tim Hamilton and Sue Meuschke would like to keep the Training Content Standards. Colleen Platt suggested removing the titles and leaving the language. Tim Hamilton stated these are specific. Sue Meuschke suggested removing Perpetrator and Victim in the titles and using Accountability and Sensitivity as the titles. Colleen Platt asked if this standards stand up to the new courses. Tim Hamilton stated the Training Content Standards were pulled from experience. Discussion on changing the title of Training Content Standards to like Training Content Guidelines or something along that line. Colleen Platt stated these changes may need to be brought back to the full board for approval of changes.

**4. Public comment.**

There was no public comment.

Sue Meuschke would like to schedule another meeting to begin the discussion on current approved courses. The next meeting will be held on May 19, 2015 in the afternoon or on May 20, 2015 in the morning. Sue Meuschke will check with Traci Dory and then get with Colleen Platt on the date and time.

<p><b>Note:</b> No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)</p>
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**5. \*Adjournment. (For possible action).**

Meeting adjourned.