

MINUTES OF THE NEVADA BOARD OF HOMEOPATHIC MEDICAL EXAMINERS

****Date:**** Monday, December 30, 2024

****Time:**** 6:00 PM PDT – 6:59 PM PDT

****Location:**** Sierra Integrative Medical Center, 521 Hammill Lane, Reno, NV 89511, and Virtual Meeting via Zoom

****Recording:**** Not recorded for the opening portion; remainder assumed recorded per standard practice

ATTENDANCE

****Board Members Present (zoom):****

- Bruce Fong (President)
- Dr. Frank Schallenberger
- Dr. Greg Olson
- Dr. Melvin Nario
- Karen Dickerson

****Public Present (In-Person):****

- Joslyn Johnson, PA
- Shawn Devlin
- Kathy Peele
- Michael Gerber
- Inge Gerber

- ****Public Present (zoom):****

David Edwards

- Dr. Dan Royal
- Dr. William Clearfield
- Aaron Wolfe

- Veronica Morrison
- Danielle San Nicholas
- Anne Carpenter
- Matthew Feeley (Deputy Attorney General)
- Ethics Committee Representative (Name not specified)
- Dr. Cora Ibarra (Provided public comment)
- Charles Green (Signed on briefly as “Charles,” signed off before discussion started)

****Note:**** A quorum was established with the presence of board members via Zoom.

CALL TO ORDER

- Meeting called to order by Dr. Bruce Fong at 6:00 PM PDT.
- Dr. Fong conducted a roll call to confirm the presence of board members and establish a quorum, noting attendees both in-person and via Zoom.
- Dr. Fong acknowledged compliance with Nevada Revised Statutes (NRS) Chapter 241, Open Meeting Law, and noted the hybrid format of the meeting.

APPROVAL OF AGENDA

- Dr. Nario initiated a discussion on the agenda prior to approval, raising concerns:
 1. ****Item 5 (Executive Director Consideration):**** Noted a typographical error—agenda incorrectly referenced the replacement of Mr. Charles Green as executive director, when he was the former secretary-treasurer. Suggested correction or deferral.
 2. ****Item number 6 and 7 are regarding the character of Mr. Charles Green. Even though an item number 7 it is about Mary Ann Phillips, by default there will be discussion about Mr. Charles Green’s involvement in this scenario. Suggesting these matters should be discussed in private sessions.**
 3. ****Item 8 (New Applicants):**** Suggested moving this item to the top of the agenda due to its relation to prior points.

- **Motion to Amend Agenda:** Dr. Nario moved to amend the agenda by correcting Item 5 to reflect the search for a new executive director, deferring Items 6 and 7 to a private session or future meeting, and reordering Item 8 to the top of the agenda.
- **Second:** Dr. Schallenberger seconded.
- **Discussion:** Dr. Fong asked for further discussion; none was raised.
- **Vote:** Dr. Schallenberger, Dr. Olson, Karen Dickerson voted "Aye"; no "Nay" votes. Motion carried unanimously.

PUBLIC COMMENT (Initial)

- No public comments were made at the physical meeting site or online.

PRESIDENTIAL REPORT

- **Disclosure:** Dr. Fong disclosed that he spoke to each board member prior to the meeting to update them on board affairs, ensuring no violations of NRS 241 (Open Meeting Law).
- **Updates:**
 1. Former Secretary-Treasurer Mr. Charles Green was removed by the Governor for due cause on July 3, 2024. Mr. Green failed to return critical materials (licensee files, board computer, website access, email, phone access) until late November 2024 (corrected by Dr. Nario from early December). Dr. Nario and Dr. Fong secured these items, now safe at the Board's office on Cordone Lane, Reno. The delay impacted an LCB audit, but requirements are being met through efforts by Dr. Nario and Anne Carpenter.
 2. Renewal emails were sent, with a follow-up via regular mail. The deadline for license renewals was extended to January 31, 2025, from December 31, 2024.
 3. Regulation changes and planned workshops for potential fee increases were discussed, with member participation encouraged.
 4. Plans to appoint committees (Finance, Executive, Legislative) per bylaws, each to be headed by a board member.
 5. A follow-up meeting was scheduled in approximately one month to assess progress.

6. Acknowledged Deputy Attorney General Matthew Feeley's presence online. Dr. Fong requested Mr. Feeley relay a message to the Chief Financial Officer regarding intent to make lump sum payments on the AG bill. Mr. Feeley agreed to pass the message.

7. Recommended hiring board lobbyist Elliott Malin, who previously prevented the board from being sunsetted, pending financial review.

8. Noted the vacant Secretary-Treasurer position and encouraged layperson candidates to apply through the Governor's office.

9. Thanked Dr. Nario for efforts in meeting LCB audit requirements during the vacancy.

10. Encouraged current board members to consider the Secretary-Treasurer role, to be discussed in future meetings, with the possibility of Dr. Fong assigning the position if no volunteers emerge.

11. Dr. Nario clarified that Mr. Green returned items in late November 2024, not December.

DISCUSSION AND POSSIBLE ACTION ITEMS

1. **Approval of Applicants**

- **Candidates Introduced by Dr. Nario:**

- Danielle San Nicholas – Homeopathic Assistant

- Veronica Morrison – Advanced Practitioner of Homeopathy

- Aaron Wolfe – Advanced Practitioner of Homeopathy

- William Clearfield – Homeopathic Medical Doctor

- **Motion to Approve:** Dr. Olson moved to approve the candidates.

- **Second:** Karen Dickerson seconded.

- **Vote:** Dr. Olson, Karen Dickerson, and Dr. Schallenberger voted "Aye"; no "Nay" votes. Motion carried.

2. **Item 8 (Moved to Top): Reimbursement and Possible Hiring of Anne Carpenter as Bookkeeper**

- ****Reimbursement Discussion:**** Dr. Fong highlighted Ms. Carpenter's critical role in meeting an LCB audit deadline by December 1, 2024, after receiving materials from Mr. Green in late November. Ms. Carpenter's work included LCB filing, QuickBooks updates, and correspondence, totaling \$875.
- ****Motion to Approve Reimbursement:**** Dr. Schallenberger moved to approve the \$875 reimbursement to Anne Carpenter.
- ****Second:**** Dr. Olson seconded.
- ****Discussion:**** Dr. Schallenberger thanked Ms. Carpenter for her work.
- ****Vote:**** All members (Dr. Schallenberger, Dr. Olson, Dr. Nario, and others present) voted "Aye"; unanimous approval.
- ****Hiring Discussion:**** Dr. Fong proposed hiring Ms. Carpenter as the board's bookkeeper, noting the current disorganized state of the books.
- ****AG Advice:**** Deputy Attorney General Matthew Feeley advised against hiring at this time, citing state agency rules for hiring outside organizations. Recommended researching state requirements before proceeding. Suggested Ms. Carpenter could be considered later after compliance is ensured.
- ****Further Discussion:**** Dr. Schallenberger asked if Ms. Carpenter could be paid on a per-job basis; Mr. Feeley clarified that prior work could be compensated, but future hiring should follow state procedures. Dr. Olson asked if Ms. Carpenter could act as executive director; Ms. Carpenter, present in-person, declined.
- ****Action:**** Dr. Fong used presidential discretion to table the hiring decision until the next meeting, ensuring compliance with state requirements.

3. ****Item 5: Search for Executive Director Candidates****

- ****Clarification:**** Dr. Fong noted a typographical error in the agenda (referencing Mr. Green's replacement as executive director instead of secretary-treasurer) and struck the erroneous description from the record, focusing only on the title.
- ****Discussion:**** Dr. Fong clarified the executive director's duties to Dr. Schallenberger, including managing renewals and updating the board's website (confirmed in response to Dr. Olson's question). Dr. Edwards noted previous candidates were unavailable. Dr. Ibarra nominated two possible unnamed candidates willing to volunteer.

- ****Screening Proposal:**** Dr. Nario suggested a minimum two-person committee to screen candidates and volunteered to serve. Dr. Fong noted the existing Executive Committee (President, Executive Director, Secretary-Treasurer) typically handles such tasks, but due to the vacancy, assigned himself and Dr. Nario to screen candidates and report back. No objections were raised; Dr. Schallenberger supported the idea.

- ****Additional Note:**** Dr. Fong raised concerns about the safety of the Cordone Lane office for mail, suggesting a PO Box or relocation. Renewals will be sent to his office temporarily. No action taken, as this was not on the agenda.

- ****Outcome:**** No vote taken; discussion only to gather candidate names.

4. ****Item 6: Payment Request by Charles Green for Services (January–June 2024)****

- ****Discussion:**** Mr. Green requested \$15,000 for six months of service (January–June 2024), equivalent to \$2,500/month. Dr. Fong argued Mr. Green was paid as executive director, not secretary-treasurer, and his hiring of an assistant (Mary Ann Phillips) to perform that role negates his claim. Dr. Olson requested a breakdown of expenses, noting the lump sum lacked specificity. Dr. Schallenberger questioned if the board had agreed to this salary; Dr. Fong clarified that past boards voted semi-annually to pay Mr. Green as executive director, not secretary-treasurer. Dr. Edwards and Mr. Feeley noted Mr. Green had claimed payment under NRS as secretary-treasurer, not executive director. Former board members (Dr. Devlin, Kathy Peele) confirmed no formal agreement existed; Mr. Green frequently requested payment via agenda items.

- ****Procedural Note:**** Mr. Feeley noted a “Charles” had signed into the Zoom call but left before discussion. Dr. Fong confirmed this and proceeded.

- ****AG Advice:**** Mr. Feeley recommended tabling the matter to allow Mr. Green to justify his request and clarify his role, noting potential improprieties leading to his removal by the Governor.

- ****Motion to Table:**** Dr. Schallenberger moved to table the item to a future meeting.

- ****Second:**** Dr. Olson seconded.

- ****Vote:**** All members (Dr. Schallenberger, Dr. Olson, and others present) voted "Aye"; no "Nay" votes. Item tabled.

5. ****Item 7: Payment to Mary Ann Phillips for Services (May–June 2024)****

- **Discussion:** Ms. Phillips, hired by Mr. Green as an assistant, served as a de facto executive director, handling renewals and licensee interactions. She submitted invoices totaling \$4,800 (\$800 biweekly) for May–June 2024. Dr. Fong noted she was paid \$14,000 previously from board funds without approval, starting December 2023. Dr. Olson supported payment, arguing her work kept the board operational. Dr. Nario suggested her payments relate to Mr. Green's itemized services, requiring further clarification. Dr. Schallenberger confirmed prior payments; Dr. Fong noted the total (\$19,000 for 6–7 months) exceeded prior executive director compensation. Dr. Fong recused himself from voting due to Ms. Phillips' assistance in identifying Mr. Green's improprieties.

- **Motion to Pay:** Dr. Olson moved to approve payment of \$4,800 to Ms. Phillips.

- **Second:** Dr. Schallenberger seconded.

- **AG Advice:** Mr. Feeley recommended tabling the matter to gather more information from Ms. Phillips, who was not present.

- **Amended Motion:** Dr. Olson amended his motion to table the item until more information is provided by Ms. Phillips. Dr. Schallenberger further amended to establish a point of contact (committee) to investigate and clarify with both Ms. Phillips and Mr. Green, suggesting Dr. Olson as a member. Dr. Fong noted the existing assignment to himself and Dr. Nario but accepted Dr. Olson's inclusion.

- **Second to Amendment:** Dr. Schallenberger seconded the amendment to the amendment.

- **Vote:** All members (Dr. Schallenberger, Dr. Olson, and others present) voted "Aye"; no "Nay" votes. Item tabled, with a point of contact established.

NEW BUSINESS

- Dr. Fong scheduled the next meeting possibly for approximately after one month, encouraging members to submit agenda items directly to him, as there is no secretary-treasurer to prepare the agenda.

PUBLIC COMMENT (End of Meeting)

- Dr. Cora asked if this is a legislative year; Dr. Fong confirmed it is and offered to discuss further, noting he should not comment during public comment.

- Dr. Dan Royal raised concerns about the board's finances, stating it costs \$60,000 annually to operate but only takes in \$20,000. He cautioned against implying Mr. Green's removal was due to financial impropriety, calling it defamation. Dr. Royal clarified Mr. Green was removed for allegedly late LCB filings, which Mr. Green claims were timely or rectified, per his statements.

- No further comments were made.

ADJOURNMENT

- **Motion:** Dr. Schallenberger moved to adjourn.

- **Second:** Dr. Nario seconded; Dr. Olson also supported.

- **Discussion:** None.

- **Vote:** All members (Dr. Schallenberger, Dr. Olson, Dr. Nario, and others present) voted "Aye"; no "Nay" votes. Meeting adjourned.

Certification: These minutes are a true and accurate record of the meeting, prepared in compliance with Nevada Revised Statutes (NRS) Chapter 241, Open Meeting Law, to the best of the Secretary's knowledge.

Prepared by: Frank Shallenberger

Date: 7-30-25