

Telephone meeting/conference  
**NEVADA STATE BOARD  
OF  
HOMEOPATHIC MEDICAL EXAMINERS**  
AT

**The Nevada Clinic  
3663 Pecos McLeod  
Las Vegas, NV 89121**

**Bio Health Center  
615 Sierra Rose Dr.  
Reno, NV 89511**

**January 26, 2006**

**Minutes**

1. Meeting was called to order at 5:03 p.m. and a quorum was determined by roll call.  
Members (Reno): David Edwards, Valerie Kilgore, Diane Kennedy  
Deputy Attorney General: Ned Reed  
  
Visitors: Michael Weber, Bruce Fong, Dr. James Forsythe, Earlene Forsythe  
  
Members (Las Vegas): Fuller Royal, Daniel Royal (phone), Greg Fihn (phone), Brent Hardy (phone)  
Executive Director: Mary Lou Heacock  
  
Visitors: Krista Vance, Mary Knarr
3. Approval of the Agenda. President Royal began the meeting by suggesting the Board adjourn and reschedule the meeting for another time to allow emotions and feelings to calm down. The Chair suggested a recess for two weeks to allow the President to research all of the minutes for Board policies, and to allow time for the President and Secretary-Treasurer to meet with an arbitrator.

**Motion:** Brent Hardy moved to adjourn the meeting and meet again in two weeks.

**Second:** None. Motion died for lack of a Second.

Fuller Royal stated that he understood the meeting with Brent Hardy and Daniel Royal would be a means of resolving problems of a personal nature, and was not meant to be a meeting for mediating differences of opinions pertaining to the business of the Board. Daniel Royal said the Secretary-Treasurer was demonstrating insubordination affecting the Board.

Mr. Hardy stated that agenda item 4 is an inaccurate representation of the motion he made during the January 21, 2006 meeting, raising a question as to whether the Board could approve the agenda. Mr. Hardy's motion was not to adopt Robert's Rules of Order, but to adopt a procedure such as Robert's Rules of Order or other parliamentary procedures. Daniel Royal stated he preferred using Mason's Manual as the Board's rules of order, because the legislature and other government bodies use it. However, agenda item 4 only allows the Board to consider Robert's Rules of Order. Legal counsel for the Board stated that the Board could go forward and accept or reject Robert's Rules of Order, but could not consider any other parliamentary rules of order. Mr. Hardy disagreed with Mr. Reed, stating it would be improper for the Board to consider and act upon Agenda Item 4.

**Motion:** David Edwards moved to approve the Agenda.

**Second:** Diane Kennedy

**Action:** Passed (4 Yes; 2 No): Fuller Royal Yes; David Edwards Yes; Valerie Kilgore Yes; Diane Kennedy Yes; Daniel Royal No; Brent Hardy No.

4. The Chair emphasized his reasons for desiring Mason's Manual be adopted by the Board, which would require the Board to reject Robert's Rules of Order..

(Brent Hardy left the phone at this time due to an emergency)

Diane Kennedy asked the Chair to allow Mr. Michael Weber, a parliamentarian, to speak about rules of order. The Chair recognized Mr. Weber. Mr. Weber stated that Mason's Manual is more attuned to the legislative process, which is concerned with getting a larger number of people to come to agreement. Robert's Rules is far more comprehensive, making it better for the Board. Most Nevada Boards have adopted Robert's Rules as a process. Deputy Attorney General Ned Reed reminded the Board that Nevada law will always supersede any rules of order, should there be a conflict.

**Motion:** David Edwards moved to adopt *Robert's Rules of Order, 10<sup>th</sup> Edition*

**Second:** Valerie Kilgore

**Action:** Passed by unanimous vote.

**Motion:** David Edwards moved that *Robert's Rules of Order, 10<sup>th</sup> Edition* be added to regulations being considered for submission to the Legislative Counsel Bureau for inclusion in chapter 630A of NAC according to the legislative process.

**Second:** Diane Kennedy

**Action:** Passed by unanimous vote.

5. Writing an agenda. David Edwards asked the Secretary-Treasurer to explain the process used for writing an agenda. Fuller Royal stated the unresolved agenda items from previous Board meetings are placed in the agenda, along with items suggested by Board members for inclusion. When completed, the agenda is forwarded to the Board's legal counsel for final approval and noticing of the meeting. The Board discussed time limits for submitting agenda items.

(President Daniel Royal was not present at the posted location of the meeting in Las Vegas, but was participating by phone from another location. He advised the Board that he had received a phone call from members of the public desiring to attend the meeting at the posted Las Vegas location. The Executive Director brought them into the room)

A lengthy discussion revolved around who should be the authority for the format of the agenda, have final review of the agenda, and determine the number of days allowed for Board members to contribute items for the agenda.

**Motion:** David Edwards moved that the Executive Director assist the Secretary-Treasurer in collecting agenda items for insertion into the agenda 7 days (5 working days) prior to a phone meeting, and 14 days (10 working days) prior to a full meeting. **Second:** Valerie Kilgore

**Action:** Passed (Daniel and Fuller Royal recused themselves from voting)

**Motion:** Diane Kennedy moved the President to review the agenda and the Secretary-Treasurer to have final authority for the format and content of the agenda.

**Second:** Valerie Kilgore

**Action:** Passed (Daniel and Fuller Royal recused themselves from voting)

## 6. Preparation of minutes.

**Motion:** David Edwards moved that the Secretary prepare the minutes pursuant to the Open Meeting Law, NRS 241.

**Second:** Valerie Kilgore

**Action:** Passed (Fuller Royal recused himself from voting)

## 7. Persons having keys to access Board office and files.

(Brent Hardy rejoined the meeting by phone)

President Royal stated that he did not have a key to the office or files and believed he should have access without the need for someone to be present, such as the Secretary-Treasurer or Executive Director. Diane Kennedy said that the files contain some confidential information that is not available to the public or to Board members. The Chair said that could be overcome by keeping those files in a locked separate cabinet. Only the Secretary-Treasurer and Executive Director have keys at this time. The Secretary-Treasurer reminded the Board that an entire file of a licensee disappeared several years ago, was never found, and should never be allowed to happen again. The Executive Director is available in the office from 3:30 p.m. until 6:00 p.m. on Tuesdays and Thursdays.

**Motion:** Diane Kennedy moved for the Executive Director to set the days and times the office is open on a regular basis as the custodial officer and notify the Board members.

**Second:** Valerie Kilgore

**Action:** Passed unanimously

8. Calling a meeting pursuant to **NRS 630A.150 (1)**. Daniel Royal stated that the December 20, 2005 meeting did not comply with this statute because the Board members agreed to the meeting after the agenda had been prepared. Ned Reed, legal counsel read the statute and did not agree with the Chair in his assessment of the meeting being illegally called.

## 9.

**Motion:** David Edwards moved a policy be established for calling meetings outside the President's approval must be coordinated through the Executive Director and finalized within 5 working days of the meeting with 4 Board members agreeing to the meeting in writing. The agenda is restricted to 5 items, excluding items such as public comment, and adjournment. " If disciplinary action involves an individual, the person involved must be noticed within 5 days of the meeting pursuant to NRS 241.

**Second:** Valerie Kilgore

**Action:** Passed unanimously

## 9. Public comment. Krista Vance asked to have her letter read into the record. She expressed her support for Dr. David Steenbloom, who is under Board consideration for a license. She believes his treatments will help her daughter who has cerebral palsy. Mary Knarr, a patient of Dr. Daniel Royal, supported Mrs. Vance in her statement. She also requested that her letter be on record with the Board.

## 10. Announcements: Board meetings during 2006. Diane Kennedy requested a telephone meeting of the Board within the following 7 to 10 days to elect officers, to consider deposing officers, to reconsider the authorization during the June 16, 2005 meeting of the President to appoint members to the NIRB, and to reconsider the authorization during the June 16, 2005 meeting of Robert Gentry, CPA, to setup a tax exempt nonprofit 501 (c) (3) entity for the Board. The meeting was scheduled for February 9, 2006 at 5:00 p. m.

**Motion:** Fuller Royal moved for a telephone meeting at 5:00 p. m. Thursday, February 9, 2006, with the agenda restricted to the 4 items presented by Diane Kennedy.

**Second:** David Edwards  
**Action:** Passed unanimously

11. **Motion:** David Edwards moved the meeting be adjourned  
**Second:** Valerie Kilgore  
**Action:** Passed unanimously

Meeting adjourned at 7: 22 p. m.

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**F. Fuller Royal, Secretary-Treasurer**

**Date**

(Adopted April 1, 2006)