

NEVADA STATE BOARD of DENTAL EXAMINERS



BOARD TELECONFERENCE MEETING

THURSDAY, MARCH 2, 2023

6:00 P.M.

PUBLIC BOOK

Agenda Item 4 (a):
NRS 631.190, NRS 631.160; NRS 622.220

NRS 631.190 Powers and duties. [Effective January 1, 2020.] In addition to the powers and duties provided in this chapter, the Board shall:

1. Adopt rules and regulations necessary to carry out the provisions of this chapter.
2. Appoint such committees, review panels, examiners, officers, employees, agents, attorneys, investigators and other professional consultants and define their duties and incur such expense as it may deem proper or necessary to carry out the provisions of this chapter, the expense to be paid as provided in this chapter.
3. Fix the time and place for and conduct examinations for the granting of licenses to practice dentistry, dental hygiene and dental therapy.
4. Examine applicants for licenses to practice dentistry, dental hygiene and dental therapy.
5. Collect and apply fees as provided in this chapter.
6. Keep a register of all dentists, dental hygienists and dental therapists licensed in this State, together with their addresses, license numbers and renewal certificate numbers.
7. Have and use a common seal.
8. Keep such records as may be necessary to report the acts and proceedings of the Board. Except as otherwise provided in [NRS 631.368](#), the records must be open to public inspection.
9. Maintain offices in as many localities in the State as it finds necessary to carry out the provisions of this chapter.
10. Have discretion to examine work authorizations in dental offices or dental laboratories.

[Part 4:152:1951; A [1953, 363](#)] — (NRS A [1963, 150](#); [1967, 865](#); [1993, 2743](#); [2009, 3002](#); [2017, 989, 2848](#); [2019, 3205](#), effective January 1, 2020)

NRS 631.160 Officers and Executive Director.

1. At the first regular meeting of each year, the Board shall elect from its membership one of its members as President and one of its members as Secretary-Treasurer, each of whom shall hold office for 1 year and until a successor is elected and qualified.
2. The Board shall define the duties of the President, the Secretary-Treasurer and the Executive Director.
3. The Executive Director shall receive such compensation as determined by the Board, and the Board shall fix the amount of the bond to be furnished by the Secretary-Treasurer and the Executive Director.

[Part 4:152:1951; A [1953, 363](#)]—(NRS A [1995, 275](#))

NRS 622.220 Conditions and limitations regarding employment of person as executive director or executive secretary or in similar position. If a regulatory body employs a person as an executive director or executive secretary or in a position with powers and duties similar to those of an executive director or executive secretary, the person:

1. Must possess a level of education or experience, or a combination of both, to qualify the person to perform the administrative and managerial tasks required of the position; and
2. Must be a resident of this State;
3. Must not be employed by another regulatory body as an executive director or executive secretary or in a position with powers and duties similar to those of an executive director or executive secretary; and
4. Must not be the immediate relative of:
 - (a) A member or employee of the regulatory body; or
 - (b) A licensee of the regulatory body.

(Added to NRS by [2003, 1186](#); A [2017, 2844](#))

Agenda Item 4 (a):
Unclassified Position Announcement

Nevada State Board of Dental Examiners



2651 N Green Valley Parkway, Ste.104 • Henderson, NV 89014 • (702) 486-7044 • (800) DDS-EXAM • Fax (702) 486-7046

Unclassified Position Announcement

Nevada State Board of Dental Examiners

Position Title: Executive Director

Position Status: Full-time

Gross Salary: Salary range, DOE: \$110,000 - \$135,000 (Employee-Employer Paid PERS)

Location: Las Vegas. Travel throughout Nevada is required.

Position: Unclassified position entitled to standard state benefits; serves at the will of the Nevada State Board of Dental Examiners. The position is funded through profession licensing fees.

Position Summary/Scope of Work: Report to the Nevada State Board of Dental Examiners, this unclassified position is responsible for the day-to-day administrative operation of the Board office. The Executive Director is expected to facilitate and ensure the logistics of: Board meetings, agendas, meeting minutes, Board budgets, interim and yearly Board financials, state audits, employee payroll, employee benefits, outside contracts, calibration of Infection Control and Anesthesia Inspectors, compliance with NRS and NAC Chapter 631, notifying Board members of legislative matters, licensure application process, present to Board members Advisory Opinion and Declaratory Judgement requests, acting as a liaison to state agencies (PERS, PEBP, Purchasing, Attorney General and Legislative Counsel Bureau), the execution of suspensions/revocations/subpoenas, yearly reviews of all Board forms and applications, all complaints are efficiently handled by the Board, monitoring of stipulation agreements (payments, CE's, daily logs), confirming CE's pursuant to stipulation agreements, attending AADA and AADB meetings, LCB quarterly reporting and to all State Agencies, reporting to NPDB, reports to Interim Finance, Secretary of State, State Controllers and State Archives, attending Informal Hearings and acting liaison to the Board's licensing software vendor. This position requires the use of standard office equipment, ability to communicate in person and over the telephone. Further, the position may have direct supervisory responsibilities over Board staff. The selected candidate may not concurrently work for another employer, possess any other employment, or be engaged in private professional practice.

Minimum Education & Licenses Required: A minimum of an accredited four-year college or university degree, preferably with some legal and/or administrative and/or management components.

Preferred Experience: Preferred applicants will possess experience in understanding statutes, rules, regulations and their implementation. Preferred applicants will have experience in reviewing documents for accuracy and applying the terms of those contracts.

Unclassified Position Announcement – Executive Director
Nevada State Board of Dental Examiners
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Skills Required: Applicants must demonstrate proficiency in the interpretation and implementation of NRS rules and NAC regulations in Chapter 631. Applicants must be skilled in verbal and written communications, planning, computer software, prioritizing and executing deadlines without need for supervision. Applicants must be highly professional, well-organized and self-motivated.

Note: This position announcement lists the major duties and requirements of the job and is not all-inclusive. The successful applicant will be expected to perform additional job-related duties and may be required to have or develop additional specific job-related knowledge and skills.

Interested applicants must submit their cover letter, resume, completed application form, and a list of three professional references to:

Nevada State Board of Dental Examiners
C/O Employment Committee Chair
2651 N. Green Valley Parkway, Suite 104
Henderson, NV 89014
Email: NSBDEemployment@dental.nv.gov

Agenda Item 4 (a) (1):
Kelly Lavigne

Kelly Lavigne

CONTACT INFORMATION



REQUISITE SKILLS

- ♦ 26 years working for a 501C6 Non-profit
- ♦ Effective management and coordination of 2 professional Chapters
- ♦ Excellent track record with maintaining membership relations on all levels
- ♦ Experienced with assisting Executive Committees and Board of Directors
- ♦ Ability to ensure direction of Strategic Plan
- ♦ Fiscally responsible to ensure organizations financial strength
- ♦ Successful fundraising coordination
- ♦ Successful at developing and maintaining sponsorship activities
- ♦ Successful relations with administrative agencies, Legislative Leadership, the Government Affairs Committee and contract Lobbyist on issues that affect the profession.
- ♦ Maintain communications strategy to include newsletter, website, and social media.
- ♦ Possess a strong relationship with Board of Directors on regional and national levels
- ♦ Knowledgeable on components of organization

As an accomplished Operations Executive with 26 years of experience, I seek to inspire and lead an organization into the next decade and beyond. Through my knowledge and proven management skills, I aspire to work with the Executive Committee and Board of Directors to execute the strategic directives of this organization.

WORK HISTORY

AIA Las Vegas / AIA Nevada Chapters, Director of Operations
Las Vegas, Nevada | June 1, 1996 to Present

As Director of Operations my responsibilities include managing day-to-day operations of the organization. I am the liaison for all vendor services and property management for the office. I perform all accounting to include payables and receivables, order all supplies, manage mail, and perform general receptionist duties including managing travel. I maintain and report on PCI Compliance and Affinipay and TSYS Merchant Services yearly. I am responsible for maintaining and updating the AIA Las Vegas and AIA Nevada websites.

Members Services

- Manage onboarding and updating of records for all members to the AIA Las Vegas and AIA Nevada Chapters. This includes welcoming, listing on our website, have their username and password to log into the site, instructions on how to update their listings and how to register for events. I also send them their welcome letter and certificate of membership.
- Communicate with members for renewal of membership in a timely manner and work with them to solve any issues they have to renewal.
- Compare AIA National, AIA Las Vegas and AIA Nevada records to ensure all are in sync and members are invoiced correctly and their contact information in up to date.
- Serve as liaison between the membership and AIA National to solve membership issues, help with Continuing Education challenges and answer membership questions. This includes keeping up their records on the AIA National site, and within NetFORUM.
- Inform members of AIA National News and developments.
- Inform members of events and chapter news by producing and distributing the monthly newsletter, The FORUM and email campaign AIA Las Vegas Weekly
- Ordered, maintained inventory and sold AIA Contract Documents since 2002.
- Set up the AIA Las Vegas Bookstore on the AIA Las Vegas Website in 2018
- Maintain the AIA Las Vegas Job Board since 2011
- Maintained the AIA Las Vegas and AIA Nevada websites since 2011
- Coordinated the AIA Nevada Design Awards and AIA Nevada Service Awards Program since 1997
- Maintain a working relationship with the faculty and student body of UNLV since 1996
- Coordinate and execute every AIA Las Vegas and AIA Nevada program and event since 1996
-

Kelly Lavigne

CONTACT INFORMATION



EDUCATION

Bachelor of Fine Arts in Theater
concentrating on performance and
stage management
The University of Memphis, 1980-
1983 and 1987-1990

SOFTWARE

Adobe Acrobat
Adobe Illustrator
Adobe InDesign
Adobe Photoshop
Constant Contact
Google Drive File Sharing
Microsoft Office Suite - Word
[including mail-merge], Excel
[including arraying], Outlook
Fonteve / NetFORUM [AIA National
Database & Reports]
Quickbooks Desktop and Online
Square App
Stamps.com
TSYS Merchant Services Manual
Credit Card App
Wordpress Website Administrator
[Backend of the Website for AIA LV and
AIA NV]
Zoom Meetings Implementation
Online 401K Administration

References Available Upon Request

WORK HISTORY [Cont'd.]

AIA Las Vegas Chapter, Director of Operations
Las Vegas, Nevada | June 1, 1996 to Present

Financial Management/Accounting

- Assist the Executive Director with creating and maintaining the budget.
- Work to generate non-dues income by handling the Golf Tournament and Product Show, along with other events (Putting Tournaments, Design Competitions, Membership Meetings and Events) and creating Sponsorships for these events.
- Pull reports from credit card reporting entities and NetFORUM for bank statement reconciliation every month.
- Perform invoicing, accounts payable and receivable, as well as manage banking including deposits.
- Gather information as requested for annual reviews or audits.

Organizational Management and Governance

- Set up and run the elections for the Board of Directors.
- Knowledge of short and long range plans for the Chapter and can implement those strategies.
- Aware of the duties of maintaining the licenses, insurance, minutes, reports, records and other official documents of the Chapter.

Enforce the Overall Directives and Policies of the Board of Directors

- Involved in the hiring and training of employees of the Chapter.
- Member of CACE since 1997 and am aware of the value of participation with other CACE members. Attended Grassroots and CACE Annual Meetings many times over the last 24 years.

Liaison to Board of Directors and Committees

- Although the current Executive Director serves as the basic primary liaison between the BoD and the Committees, the Chapter and AIA National, I know the members of the Board of Directors and Committees, the AIA National Representatives and Officers and feel confident that I could keep these lines of communication open.
- Prepare all documents for the Board Meetings and take minutes.
- Coordinate meetings and programs with the various committees.

Government Affairs

- Although not currently responsible for lobbying or government affairs, I have watched the current Executive Director navigate our government affairs efforts and know our long-time lobbyist.
- Possess Nevada public official contacts at local, state and national level.

Member Professional Development and Continuing Education

- Plan, coordinate, executing and report Continuing Education and Professional Development programs for the last 24 years.

Assist Members in Meeting AIA Continuing Education System Requirements

- Active at local level with The AIA National Convention in 2005 and 2019
- Involved with the coordination, planning and execution of The Western Mountain Region Conference hosted by AIA Las Vegas in 1998, 2006, 2011 and 2017.

Public Relations

- Represent the chapter at public venues.
- Maintain relationships with the news media.
- Understand that, in crisis situations, careful consideration must be given before a response is implemented.

Agenda Item 4 (a) (2):
Katie Acosta

KATIE ACOSTA, MBA



Operations & Finance Executive

Revenue driven, results-oriented and well-respected Operations Leader with proven experience to identify opportunity and drive profits and revenue through operational efficiencies.

WORK EXPERIENCE

West Dermatology, Las Vegas, NV

May 2021 – Present

Regional Director of Operations, Nevada

Supporting Multi-Site Dermatology Clinic Operations

- Driving revenue for Annual Budget of \$26M with an improvement in Contribution Margin of 8.5% over prior year, consistently manage contribution margin of 30% each month
- Provided support and oversight to drive regional growth with 3 clinic relocations and 2 clinic renovations – each with a project budget of \$1M+
- Continued regional growth by identifying, recruiting, and onboarding 7 new Dermatology Providers
- Increased cosmetic revenue by 5% over prior year by creating a provider centric culture to drive these services.
- Expanded all Allergy services and drove an increase in revenue of 18% over prior year.
- Provide support to team of 27 Dermatology providers, 7 Practice Managers, and all Clinic Teams

DaVita, Corona, CA

May 2019 – May 2021

Hospital Services Administrator

Leading multiple large dialysis teams & cost centers

- Lead annual budget process for all markets in the region initiating a plan for fixed labor management to create over \$1M in savings for 2021
- Improved efficiency of Multi Treatment Room by 500% in first 6 months creating savings for hospital partners, and improving overall labor cost favorability
- Assumed role of Regional *Labor Champion* driving improvement month over month an average of 12% in per treatment dollars, and average total hours improvement by nearly 300%
- Lead team of 55 Nephrology nurses 15 office teammates in multiple geographies through Covid19 pandemic while maintaining profitability and team engagement
- Recognized in Divisional with *Superhero Award* four months into role for significant improvement of business metrics in market after reorganization of 8 cost centers
- Developed succession planning by promoting and identifying teammate growth opportunities onboarding 13 new teammates and promoting three tenured teammates into leadership roles

Allegheny International, Corona, CA & Doha, Qatar

Sep 2017 – May 2020

Operations & Finance Consultant

Making American healthcare accessible internationally

- Introduced American healthcare standards to international hospital operations
- Minimized \$8.5M liability by conducting a comprehensive risk-based audit
- Provided 12 month Clinical Services Plan for 70 bed Hospital and Poly-Clinic in Doha, Qatar
- Grew facility revenue potential over 18% in surgical services by initiating visiting physician program
- Optimized operations across all hospital modalities by implementing standards and best practices
- Developed proposal to collaborate on a new hospital facility within now Doha master planned area

Allegheny International, Kuwait City, Kuwait

Sep 2017 – June 2018

Financial Controller

Opened the first private American hospital in Kuwait since 1991

- Improved ancillary service operations and revenue by streamlining processes in Lab, Radiology and Pharmacy through reducing loss of patients to outside facilities
- Introduced and implemented American facility based financial policies and created Chart of Accounts
- Reduced errors in GL processing by implementing daily automated revenue and other GL reporting
- Optimized financial operations through establishing internal controls and audits in all cost centers
- Executed operational strategy for Finance Teams day-to-day activities reducing DSO by 40 days

LifeCare Health Partners, Las Vegas, NV

July 2014 – Sep 2017

Regional Director of Finance & Finance Fellow

A leading healthcare service provider

- Implemented cost reduction plan in 2016 resulting in a reduction of 98% within first two months
- Increased revenue by 10% and EBITDA by 22% against budget in 2015 by managing expenses
- Minimized expenses by an additional \$160k by managing use of contracted providers
- Managed financial criteria of incoming patients based on current hospital volume resulting in an increase of 4% in Medicare revenue, and 25% in commercial revenue against budget in 2015
- Improved physician partnerships through development of on-site procedure room resulting in increased profitability, improved patient DRG, and produced favorable patient satisfaction outcomes

EDUCATION

University of Phoenix

2011

Master of Business Administration – Focus in Healthcare Management

University of Nevada, Las Vegas & University of Phoenix

2008

Bachelor of Science – Healthcare Administration

Agenda Item 4 (a) (3):
Lance Eliason

LANCE ELIASON

EDUCATION

University of Nevada, Reno- Reno, NV

December 2020

Master of Public Health

January 2019-December 2020

Nevada State College- Henderson, NV

May 2018

Bachelor of Science: Biology,
Minor in Psychology

College of Southern Nevada—Las Vegas, NV

May 2015

Associate of Science: Biology
Minor in Spanish

PROFESSIONAL EXPERIENCE

Nevada Donor Network, Las Vegas, NV

March 2021-Current

Hospital Services Liaison

- Educate, and collaborate with, hospital colleagues in six hospitals on their role in donation, inclusive of leadership, physicians, nurses, and support staff.
- Identified a more streamlined referral generation process, allowing hospital partners to generate 10% more referrals and increase referral timeliness.
- Increase donation activity within assigned hospitals by ensuring hospital policies and procedures are implemented for efficient, effective management of all referral programs.
- Assist in the recruitment of physicians and hospital administration to develop best practices and strategy to improve donation data within each hospital department, resulting in 10-15% increase in referrals and compliance.
- Serve as subject-matter expert for hospital staff on donation-related regulations and assisted in policy revision pertaining to regulatory requirements.
- Provide a Nevada Donor Network Hospital Development voice on a regional and national level and cultivated relationships with Hospital Development leadership throughout the country.
- Proficient in all Hospital Development Standards related to policies and procedures for the Association for Organ Procurement Organizations (AOPO), CMS, The Joint Commission, and the American Association of Tissue Banks (AATB).

Nevada Donor Network, Las Vegas, NV

April 2020-March 2021

Referral Responder

- Completed referral evaluations for the purpose of determining organ and tissue donor suitability based on NDN, Centers for Medicare & Medicaid Services (CMS), OPTN/UNOS, Association of Organ Procurement Organizations (AOPO) and Centers for Disease Control and Prevention (CDC) guidelines and recommendations.
- Made contact with hospital staff via telephone and on-site visit to complete hospital medical record review, including history of present illness and past medical history, the presence of past or present malignancies, and all surgical interventions/treatments.
- Demonstrated an understanding of the legal and hospital requirements for death declaration and organ donation.
- Collaborated with hospital staff to evaluate and physiologically manage the donor to achieve optimal organ function.
- Reviewed documents with required information within the donor record, including labs, diagnostics, and procedural records.

LANCE ELIASON

Hansen Orthodontics, Las Vegas, NV

Marketing Coordinator-Orthodontic Assistant

December 2011-March 2020

- Increased new patient acquisition by cold calling to new referral sources and developing relationships with existing referring office staff and Doctors, resulting in a 50% increase in monthly new patient consultations, 20 new referral sources, and the opening of two additional practices.
- Assist in the development and implementation of the company's brand strategy through social media platforms and in-office giveaways.
- Actively worked with the Practice Manager and Doctor to review budgetary goals and pursue ways to increase practice volumes to ensure that practice goals were met.
- Prepared marketing activity reports and metrics for measuring program success and monitor the referral count from over 60 referring offices.
- Provided market research, forecasts, competitive analyses, and consumer trends.
- Lead role in coordinating office events for patients and referring offices.

Children's Bone and Spine Surgery, Las Vegas, NV

Medical Assistant

June 2018-August 2018

- Assist orthopedic physicians with orthopedic procedures and medical charting of patients.
- Medical scribe.

Clark County School District- Las Vegas, NV

Guest Teacher

February 2016-August 2018

- Deliver classroom instruction in the absence of the full-time instructor.

CERTIFICATIONS AND AWARDS

- Nevada Donor Network Rookie of the Year, 2020

PROFESSIONAL AFFILIATIONS

- Member of the AOPO Programs/Education Committee 11/2021 – Current
- Member of The Alliance Donation-Focused Webinar Committee 07/2021 – Current
- Lead Developer for AOPO Programs/Education Committee 02/2021 – Current

SKILL HIGHLIGHTS

- Master's degree in public health with healthcare business development experience.
- Bachelor's degree in biology with minors in Spanish and psychology.
- Communication skills include 4 years experience collaborating both externally with clients and internally with team members.
- Spearheaded successful marketing strategies, including lead generation (via cold calling) and prospect outreach strategies, for local medical practice.
- Proficient in medical charting and Electronic Health Records (Cerner, Meditech, Epic).
- Teaching and training experience as a licensed educator.
- Served a mission for The Church of Jesus Christ of Latter-Day Saints in Ecuador for 2 years. Bi-lingual in English and Spanish.
- Microsoft 365 suite: Word, Excel, Outlook, and PowerPoint.

Agenda Item 4 (a) (4):
Jeffrey Vossler

Jeffrey Vossler

[LinkedIn](#)

Operations Professional & Project Manager

Results-focused Operations and Project Management Professional with more than 25 years of experience driving the successful delivery of complex projects and operations. Spearhead the definition of process and programs leading to improved sales and client satisfaction. Strong collaboration skills with a unique ability to forecast future needs and resources of projects by researching past projects and relying on lessons learned. Proven background defining balance sheet data, reporting on actuals and capturing data to drive the successful operations of business opportunities. Ability to forge lasting business relationships while communicating with functional managers using appropriate business and technical acumen.

Areas of Expertise & Technical Skills

- Strategic Planning & Analysis
- Project & Program Management
- Stakeholder Communication
- Sales & Budget Forecasting
- Full Life Cycle Management
- Team Development & Leadership
- Process Improvements
- Risk & Mitigation Planning
- Operating Systems
- IT System Design
- C Programming Language
- Web Site Design

Professional Experience

The Children's Cabinet

2021 – Present

Statewide Quality Assurance and Data Manager

Collaborate with Regional Program Directors to align and improve services statewide. Assists the Department Director and Executive Director in the implementation of strategic and project planning to improve existing services as well as implement new projects. Oversees the data collection of all organization programming and works with internal and external partners to evaluate the effectiveness of services as well as use data to improve service delivery.

- Monitor and cleanse data across department data sources and work with directors to develop or improve specifications for data capture and input to ensure consistency, quality, and integrity of data.
- Provide assistance in training staff on data entry, business requirements, and importance of good data.
- Prepare and evaluate statistical and informational reports including quality assurance activity and annual planning
- Work with Information Technology (IT) Systems Director and IT staff to develop and implement policies for secure data management.
- Works with IT staff to determine user needs and assessment of software applications.
- Work with all departments to improve data collection and reporting
- Provide assistance in training staff on data entry, business requirements, and importance of good data.
- Provide overall leadership in the areas of integration governance, quality control, and auditing of information.
- Troubleshoot data issues and/or programs and act as a liaison with Cabinet IT staff and state partners.

Jeffrey Vossler

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Independent Consultant, Las Vegas, Nevada

2003 - Present

Consultant

Partnered with small businesses to understand their operating procedures and identify obstacles and challenges hindering their continued growth. Developed technical solutions to complex problems and directed stakeholders to simplify their operation and experience improved growth. Installed and maintained software updates on company owned machines and implemented backup and long-term storage solutions. Led enterprise IT solutions and provide innovative solutions to the most complex challenges.

- Improved on management protocol by implementing strategic guidelines to breakdown operating roadblocks.

Stein Mart, Las Vegas, Nevada

2019 - 2020

Operations Lead

- Received all deliveries and completed all associated paperwork
- Processing merchandise by organizing merchandise to be processed, checking in and ticketing merchandise, and preparing merchandise for the selling floor.
- Researching and resolving merchandise problems.
- Partner with Merchandising Managers to replenish merchandise on the sales floor from back stock areas
- Preparing RTVs for shipping, handling ticket requisitions and re-ticketing merchandise as needed; prepare merchandise transfers and assist with MOS/damaged procedures
- Sensor merchandise and monitor that merchandise sensors are used and placed correctly
- Fulfill on-line/BOPIS orders

Mondelez International, Las Vegas, Nevada

2012 - 2018

Sales Associate

Deliver exceptional customer service and perform strategic planning and order-writing while supporting and completing merchandising and shelf-pricing activities. Explore selling opportunities, company programs, and strategies to positively influence the sale of products to assigned territory. Sell new products, displays, and promotions at store level, as well as build and maintain displays.

- Exceeded all monthly and quarterly sales objectives and aided in the definition of new sales metrics.
- Successfully gained working knowledge of all corporate products, campaigns and internal operating systems, suggested new applications to increase overall client success.

Central Parking System, Las Vegas, Nevada

2002 - 2003

Operations Manager

Effectively managed the operations of the department and conducted cashier audits. Instituted cash control procedures resulting in 100% increase of revenue and implemented cash control protocol to reduce waste. Provided superior customer service, human resource management and budget management. Led an effective operation by ensuring all employees perform their job functions to standards of operational excellence.

Jeffrey Vossler

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- Experienced a 50% increase in revenue by enforcing lot fee payment oversight and implementing new protocol to increase audits and collection activities.

Independent Investor, Las Vegas, Nevada

1998 - 2002

Independent Investor

Researched investment themes and conducted due diligence on all buy and sell trade requests. Prepared and presented investment strategies and analyzed the financial performance of organizations using macroeconomic factors. Conducted balance sheet reviews monitored existing portfolio holdings. Developed market commentaries and presentation materials for various constituents.

- Assessed current opportunities and risks of various investment strategies across public and private markets.

McNabb/McNabb/DeSoto/Salter & Co., Las Vegas, Nevada

1996 - 1997

Research Field Manager

Delivered projects by deadline and within budgetary requirements by coordinating communication, scheduling, and project delivery. Managed all survey fieldwork and conducted the hiring and firing of resources. Assisted during the development of survey instruments and prepared raw data for statistical analysis and performed data analysis for report preparation.

- Introduced a new productivity metric to cut the cost of data collection and trained resources on the operations and logistics of the new activity.
- Instituted performance-based raise and bonus programs which resulted in reduced turnover

Education & Certifications

Master of Science in Information Technology

Capella University, Minneapolis, Minnesota

Master of Business Administration

University of Phoenix

Graduate Certificate in Database Development

Regis University, Denver, Colorado

Bachelor of Science in Psychology

University of Houston, Houston, Texas

Jeffrey Vossler

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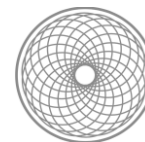
Technical Skills

Working knowledge of Windows, Linux, LibreOffice, OnlyOffice, MS Office, Word, Excel, PowerPoint, C, MS Project, Visio, Dreamweaver, SPSS, Adobe Acrobat, Database Design Studio, UML, Use Cases, CASE Tools, SDLC, SQL, Oracle Data Modeler, SurveyMonkey

Agenda Item 4 (a) (5):
Peter Vinnitsky

PETER VINNITSKY

Las Vegas, NV

**PROFESSIONAL SUMMARY**

Patient-focused medical professional with career-long record of operations, business development, and patient program management success for leading organizations

A dynamic, motivated, multilingual medical professional with the educational background and proven work ethic to guide and support strategic planning, market development, quality patient service, understanding all healthcare compliance and fraud policies with Medicare/Medicaid and more as a RESNA certified Assistive Technology Professional in complex rehab technology and durable medical equipment. Innovative thought leader who is known for directing and delivering excellent service in fast-paced and high-volume environments, with the skillset to analyze complex information, manage key programs, facilitate expansive business, and lead diverse individuals. Exceptional training and academic qualifications, currently pursuing a Master of Legal Studies in Healthcare Law from the University of Arizona School of Law.

CORE COMPETENCIES

- | | | |
|---------------------------|---------------------------|--------------------------|
| • Business Planning | • Clinical Assessments | • Team Leadership |
| • Market Expansion | • Quality Care Delivery | • Training/Coaching |
| • Partnership Building | • Patient Coordination | • Performance Management |
| • Medicare CMS Compliance | • Reporting/Documentation | • Conflict Resolution |

PROFESSIONAL EXPERIENCE

NATIONAL SEATING AND MOBILITY, LAS VEGAS, NV | DENVER, CO, APRIL 2019 – PRESENT

ASSISTIVE TECHNOLOGY PROFESSIONAL / COMPLEX REHAB TECHNOLOGY

- Manage and grow robust book of Medical business to establish and strengthen relationships with a breadth of facilities, ranging from national hospital chains to smaller home health agencies.
- Conduct market research and competitive analysis in order to identify and secure potential partners, utilizing a data-driven approach to portfolio management and expansion.
- Spearhead clinical assessments of patients requiring mobility and other assistive devices for activities of daily living, building strong patient relationships in order to best determine their unique needs.
- Partner with a range of patients and therapists with diverse insurances and payers, demonstrating expertise in Medicare guidelines and coding to ensure full compliance with all relevant rules and regulations with HIPAA and Anti-kickback, fraud and abuse laws.
- Govern training, coaching, and supervision of new staff as an expert on internal systems and inventory management procedures and processes as well as compliance and zero waste fraud practices
- Collaborate with a team of 7 to identify, develop, and execute best practices across market expansion, patient assessment and communications, relationship building, and operations.
- Began role in Denver market, transitioning to Las Vegas in early 2020 to capture and expand a larger market share and repeat successes.

MEDSTUFF PHARMACY AND MEDICAL SUPPLY, DENVER, CO, AUGUST 2015 – APRIL 2019

DIRECTOR OF COMPLEX REHAB / AAC

- Pioneered the establishment of a complex rehab wheelchair branch in 2017, becoming an ATP to effectively manage a high-volume of customers with complex mobility and seating needs; passed and certified by Joint Commission. Fully versed in all accreditation standards and practices for CMS and Healthcare compliance laws.
- Directed a team of 30, inclusive of all training, mentorship, and daily supervision across all business operations – from intake to billing to delivery.

- Led Complex Rehab operations at a full service DME provider, responsible for governing and strengthening vendor and referral services relationships.
- Oversaw the alternative augmentative communication device department, providing communication devices under insurance to over 1500 disabled children and adults.
- Provided both in-home and clinical assessments for patients in need of wheelchairs; executed repairs as necessary to ensure full functionality.
- Established KPIs and benchmarks to guide business development, successfully meeting and exceeding all company goals.

FELT BILLIARDS, ENGLEWOOD, CO, JANUARY 2007 – AUGUST 2015

DIRECTOR OF OPERATIONS

- Innovated, developed, and implemented the restaurant's strategic plan, business model, and concept; overseeing all operations and driving annual profits of \$2M+.
- Managed a staff of 80, including both front- and back-of-house personnel; directed all recruiting, hiring, training, and professional development operations.
- Presided over all financial management and accounting responsibilities, conducting in-depth food and liquor cost analysis in order to determine needs, maximize resources, and minimize expenditure.
- Guided team in effectively complying with all health and safety rules and regulations, achieving a perfect Health and Safety track record.
- Entrusted with overseeing and executing all international billiard tournaments and standards.

THE MAC OUTLET, ENGLEWOOD, CO, AUGUST 2006 – AUGUST 2015

DIRECTOR OF OPERATIONS

- Championed operations to drive \$9M in annual revenue, leading a team of 23 in achieving all company benchmarks and KPIs.
- Piloted all daily business operations, inclusive of accounting and financial management, team coaching and training, product purchasing and education, customer service and relations, human resources, and conflict resolution.
- Responsible for all customer part ordering and troubleshooting, meeting the unique needs of each customer with consistent professionalism and efficiency; served as Apple authorized service technician responsible for Apple warranty repairs.
- Orchestrated the outsourcing of IT management for various companies around Colorado, whom performed regular maintenance, backups, POS systems and 24-hour storage solution assistance.
- Received Top Award for Customer Satisfaction from Apple for authorized providers.

EDUCATION AND CREDENTIALS

MASTER OF LEGAL STUDIES (M.L.S.) IN HEALTHCARE LAW, AUGUST 2020 – PRESENT (EXPECTED: 2022)
University of Arizona School of Law

BACHELOR OF SCIENCE (B.S) LAW ENFORCEMENT ADMINISTRATION & CRIMINAL JUSTICE, NOVEMBER 2019
Colorado State University

PROFESSIONAL AFFILIATIONS

RESNA, NRRTS, CAMES

VOLUNTEERISM

Executive Director- Push Adaptive Recreation

V.P. Board of Directors-United Spinal LV

Head Coach of Las Vegas Invasion (Wheelchair Rugby) DME/CRT Activism and Support.

ADDITIONAL INFORMATION

Languages: Fluent English and Russian, Advanced Hebrew

Proficiencies: Windows, Linux (Red Hat, Ubuntu), AS/400, Mac OS, servers, routers, LAN, wireless LAN, Microsoft Exchange, Active Directory, Microsoft Office Suite, Microsoft Project, Access, Crystal Reports, SAP, BASS Marine, EDMS/Documentum, Visual Basic, EPIC, QDM, Pharmacy Management Systems, Peachtree, DME/HME, QS1, Salesforce CRM, HIPPA, Medicare, Medicaid, Anti-Kickback, False claims act, Attaining CCEP, Six Sigma

References available upon request

Agenda Item 4 (a) (6):
Kyle Lynch

Kyle Lynch

Director of Operations

Henderson, NV

Analytical and visionary operations management executive with comprehensive experience in generating bottom-line impact through targeted process improvement initiatives aligned with emergent business strategies. Proven success in formulating robust tools and strategies to identify gaps and deliver solutions aimed at increasing efficiency, while ensuring smooth execution of day-to-day operations. Demonstrated ability to lead, train, and mentor staff members, while maintaining regulatory compliance with company policies and procedures. Instrumental in establishing and adhering to KPIs, while achieving/exceeding set performance and productivity goals. Adept at managing budgets and controlling expenses, while ensuring quality of deliverables. Interpersonal communicator, equipped with excellent team leading, problem-solving, and time management skills.

Areas of Expertise

- Inventory Control
- Operations Management
- Issue Identification & Resolution
- Strategic Planning
- Healthcare Initiatives
- Budgeting & Cost Savings
- Team Leading & Training
- Process & Efficiency Improvement
- Customer Relationship Management

Professional Experience

AMAZON.COM, Las Vegas, NV

Operations Manager III

2022 to Present

Manage all aspects of transportation and logistics operations in six Amazon warehouses in Las Vegas area, including two Amazon Robotics Sites, one reverse logistics site, one sort center, one inbound cross-dock, and one traditional non-sortable site. Deliver top-notch ongoing leadership support to eight salaried transportation managers.

Key Contributions:

- Led a direct team of 8 salaried transportation managers
- Functioned as director of productivity and labor for a team of over 150 full time hourly associates.
- Ensured timely and safe delivery of 2K+ trailers of freight on a daily basis for seamless workflows.
- Developed and nurtured relationships with 50+ third-party DOT companies to assist in delivery of predefined goals.
- Cut cost by over \$5M my first year by creating workflows to eliminate third party drivers in Amazon yards in Las Vegas.

HERO PRACTICE SERVICES, Colorado Springs, CO

Regional Director of Operations

2020 to 2022

Optimized day-to-day operations for 18 practices of multiple types, including pediatric dental, vision, and orthodontics. Boosted profitability and efficiency by assessing key performance indicators, identifying operational gaps, and enhancing internal structures with new SOPs. Facilitated transition into new practices throughout global pandemic, while ensuring steady new business and quality of patient care/safety. Provided deep insight into financial management, budgeting, and forecasting.

Key Contributions:

- Improved results by mentoring seven managers and 200+ staff members by providing ongoing coaching.
- Fortified relationships with 50 provider-leaders to promote evidence-based patient care.
- Acted as key person on \$50M incoming revenue annually with 25% to 28% EBITDA margin; increased EBITDA YOY by 3% in midst of global pandemic by anticipating and overcoming challenges.
- Recognized as 2021 Regional Director of the Year for achieving collections increase of 6%.
- Maintained zero voluntary turnover of direct reports due to strong employee relationships.

HCA CARENOW URGENT CARE, Las Vegas, NV**Area Practice Manager****2019 to 2020**

Served as driving force behind 17 highly successful urgent care across the Las Vegas region due to unmatched leadership, operational excellence, effective planning, and solid execution of strategies. Advanced patient care by implementing strict standards of quality and integration of efficient practices. Strengthened team performance by providing comprehensive training and supervision to 17 managers and 300+ staff members. Expanded networks and sustained strong partnerships with 110 medical providers.

Key Contributions:

- Reduced operational and overhead costs by scheduling staff based on operational needs and nourishing mutually beneficial relationships with key suppliers for cost-effective inventory control.
- Carefully allocated \$120M annual budget, funding highly progressive healthcare programs.
- Informed key business decisions by researching measurable performance data and tracking trends.
- Earned 20% increase in traffic throughout clinics; prepared six high-performing staff to become key contributors to company growth and profitability through ongoing coaching and mentorship.

Clinic Manager**2018 to 2019**

Relied upon to direct complex internal operations, overcome arising business challenges, and make critical decisions on new initiatives. Spearheaded program development including an innovative occupational medicine program, which successfully opened additional line of revenue. Oversaw exceptional team of 30 cross-functional staff, including nurses, x-ray technicians, patient representatives, and four providers.

Key Contributions:

- Generated \$7M in annual revenue through aggressive planning and improvements.
- Positioned clinic as one of the most prestigious, highly visited clinic in Las Vegas.
- Thrived under pressure in fast-paced work environment and worked tirelessly to optimize patient care; researched re-admission numbers to identify opportunities for improvement.
- Increased staff satisfaction and reduced turnover to 0% from 48%.

DAVITA DIALYSIS, Henderson, NV**Certified Dialysis Technician****2017 to 2018**

Demonstrated wide range of expertise as certified and highly trained Dialysis Tech skilled in closely monitoring patients' vitals and quickly identifying any intradialytic or detrimental changes in stability. Formalized strong bonds with multidisciplinary medical teams and cultivated positive team environment. Dually trained to work across clinical and hospital settings, which differ in operational requirements.

Key Contributions:

- Oversaw 6 dialysis patients at a time, while providing attentive care and monitoring.
- Heavily contributed to development and launch of new infectious control policy.
- Acted within compliance with state and federal regulations to ensure continued success.
- Performed well on surveys, audits, and performance reviews due to dedication to adherence.
- Maintained pristine documentation of all patient treatments, insurance, and medical histories.

Additional experience as **Healthcare Specialist** with *The United States Army Medical Corps*

Education & Credentials**Master of Business Administration (MBA) in Healthcare Management**

Western Governors University, Colorado Springs, CO

Six Sigma Black Belt

ITU Online Training

Bachelor of Science in Business & Healthcare Management

Western Governors University, Las Vegas, NV