

Louisiana Behavior Analyst Board  
4334 S. Sherwood Forest Blvd., Suite C-150,  
Baton Rouge, LA 70816

**BOARD MEETING MINUTES: March 8, 2023**  
*(Approved April 19, 2023)*

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Angela Murray at 8:52 a.m. on Thursday, March 8, 2023 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Angela Murray, Courtney Wright, Joseph Tuminello, III, Rebecca Mandal-Blasio, Alfred Tuminello, Jr., Daniela Riofrio, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Board Member Renee Cole was absent.

A motion was made by Ms. Riofrio to approve the agenda for the March 8, 2023 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Ms. Murray moved to enter Executive Session at 8:53 a.m. for credential file reviews, complaints, lapsed renewals submitted and review CE Reporting forms.

Ms. Babin left the meeting at 10:45 a.m.

Ms. Murray closed Executive Session at 11:57 a.m.

Ms. Murray began the Open Meeting at 12:04 p.m.

Ms. Wright made a motion to approve the February minutes with one technical change as discussed. None opposed and the motion passed.

The following was reported regarding the credential file reviews:

Licensure Applicant 3/23/A was reviewed and approved for licensure.

Licensure Applicant 3/23/B was reviewed and approved for licensure upon receipt of final required documents by mail.

Licensure Applicant 3/23/C was reviewed and approved for licensure upon passage of a second Jurisprudence Exam.

Certificant Applicants 3.23/D, 3.23/E and 3.23/F were reviewed and approved for certification.

Mr. Tuminello reviewed the remaining CE submissions from the licensees/certificants who were audited. Mr. Tuminello made a motion that all submissions submitted were reviewed and made a motion that all be found in compliance, with 2 exceptions which will require some research to be reviewed at April meeting. None opposed and the motion passed.

A revocation for failure to provide documents requested was reviewed. Ms. Murray made a motion that if documents requested are provided, the revocation be reversed. None opposed and the motion passed.

The board reviewed several RLT documents submitted recently for RLTs who had not been renewed for 2023. Ms. Wright made a motion that the Renewal/Late Fee Policy in effect for failure to renew properly registered line technicians be implemented on all these cases. None opposed and the motion passed.

The status of other applicants reviewed at the March meeting are listed below in the Credential File Reviews.

Complaints Committee:

Ms. Boe presented the following report on behalf of Complaints Coordinator, Ellen Brocato:

2021-014C	The board signed the Voluntary Surrender of License accepted and approved at the February meeting.
2022-009C	A Consent Agreement is being drafted for review
2023-010B	Notice letter mailed.
2023-011B	Response received/Consent Agreement being considered
2023-012B	Response received.
2023-013B	Response received.
2023-015B	Response received.
2023-016C	Notice letter mailed.
2023-017C	Review of complaint ongoing.
2023-018B	Notice letter mailed.
2023-019C	Review of complaint ongoing.
2023-020C	Notice letter mailed.

Finance Committee:

Ms. Wright made a motion to approve the LSBEP invoice for January if no apparent discrepancies noted. None opposed and the motion passed.

Financials for January were not completed by CPA for review. The contracted board CPA recently joined a firm and will honor the current contract until June 30, 2023. Different individuals prepare different sections of the financials for board review and this is the reason financials were not ready. Ms. Boe made several attempts to obtain before meeting.

Ms. Boe presented an Amended Budget for FY 22/23 which the board reviewed. Ms. Boe stated if later in the meeting the board approved a quote to update the board website, she would add those costs to the amended budget. Ms. Wright made a motion to approve the Amended Budget for FY 22/23. None opposed and the motion passed.

Ms. Boe informed the board contracts for Prosecuting Attorney, CPA, Board Counsel and Administrative Law Judge/Hearing Officer were expiring at the end of June. Mr. Tuminello made a motion to continue contracting with the Prosecuting Attorney and Administrative Law Judge/Hearing Officer. None opposed and the motion passed. Ms. Boe will prepare contracts for both individuals for review. Mr. Tuminello made a motion for Ms. Boe to obtain proposals/quotes for Board Counsel and CPA for review at the April meeting. None opposed and the motion passed.

Ms. Boe presented a quote for \$1250.00 from General Informatics, who maintains the board's website, for a Website Update Project. This was at an estimated 10 hours to complete the updates with board staff adding in and moving all the necessary information/documents, etc. The board will discuss later in today's meeting the format changes desired. Mr. Tuminello made a motion to approve the quote for 10 hours with General Informatics and to grant authority to Ms. Boe to approve up to an additional 5

hours should the hours required to complete the update exceed the approved 10 hours. None opposed and the motion passed.

Jurisprudence Committee:

The board made a final review of the revised questions for the electronic Jurisprudence Exam based on the updated rules recently promulgated. Ms. Riofrio made a motion to accept as final this version of the electronic Jurisprudence Exam. None opposed and the motion passed. Dr. Mandal-Blasio made a motion to implement use of the online Jurisprudence Exam upon completion of today's revisions. None opposed and the motion passed. Dr. Tuminello, who formatted the exam to be issued online, will guide Ms. Boe and Ms. Babin in administering the exam and reviewing results.

Legislative Oversight Committee:

Ms. Boe reported no pre-filed bills for the upcoming legislative session have been filed that would impact the board.

Policies and Procedures Committee:

Drafts of updated policies and procedures to reflect the amended rules will be ready for review at April meeting.

Continuing Education Committee:

The board reviewed audited Continuing Education Reporting Forms during Executive Session.

Supervision Oversight Committee:

No new business

Long Range Planning:

No new business.

Discussion Items:

Members who attended the Regulatory Conference agreed it was very informative and provided information to affirm the way our board operates and also offered insight to make improvements.

The board reviewed proposed updates to the website and discussed options to make the site more user friendly.

The board reviewed and discussed an email with questions from a future licensure applicant and will reply as follows:

*If you are providing ABA services in the State of Louisiana and do not meet the exemptions of 3715 of Act 481 (found on our website), you must be registered as a line technician (RLT) under the supervision of a behavior analyst licensed in Louisiana.*

*If you contract with an out-of-state BCBA for your supervision hours required to become a BCBA and said hours are related in any way to providing services directly to client (s), the BCBA must be licensed in Louisiana.*

*Under our rules, an LBA listed as an RLT supervisor, even if out-of-state, must provide supervision as outlined in Title 46, Part VIII, Chapter 5, Subchapter B, 511.*

*The remaining questions cannot be answered without further information.*

*For instance, if a psychiatrist recommends ABA treatment for a youth at the facility who is the person who currently assesses, develops and implements the plan? Our rules do have some exemptions.*

*The board cannot answer what duties you can perform under a supervising BCBA at your current employer without knowing the duties/services you would be expected to provide as we are not familiar with this facility.*

Future meeting dates were scheduled as follows:

April 19, 2023

May 17, 2023

June 14, 2023

Executive Director's Report:

Ms. Boe stated she had nothing further to report.

Ms. Murray adjourned the meeting at 1:58 p.m.

#### **CREDENTIAL FILE REVIEWS:**

After review of the reports, explanations, and documents, the following occurred:

- 3.23/1 Dr. Tuminello made a motion to approve. None opposed.
- 3.23/2 Ms. Riofrio made a motion to approve. None opposed. Mr. Tuminello abstained.
- 3.23/3 Dr. Tuminello made a motion to approve. None opposed.
- 3.23/4 Ms. Riofrio made a motion to approve. None opposed. Mr. Tuminello abstained.
- 3.23/5 Dr. Tuminello made a motion to allow Registered Line Technician to continue registration without interruption, but will require monthly updates. None opposed.
- 3.23/6 Dr. Tuminello made a motion to approve. None opposed.
- 3.23/7 Ms. Murray made a motion to approve. None opposed.
- 3.23/8 Ms. Murray made a motion to require Registered Line Technician to respond to board's request in 10 days. Failure to do so will lead to registration being revoked. None opposed.
- 3.23/9 Ms. Murray made a motion to approve. None opposed.

- 3.23/10 Ms. Riofrio made a motion to approve. None opposed. Mr. Tuminello abstained.
- 3.23/11 Ms. Murray made a motion to request additional information, and to approve if results and additional information match exactly when results received. None opposed.
- 3.23/12 Ms. Riofrio made a motion to approve if additional information requested matches results received. None opposed. Mr. Tuminello abstained.
- 3.23/13 Dr. Mandal-Blasio made a motion to approve if additional information requested matches results received. None opposed.
- 3.23/14 Dr. Mandal-Blasio made a motion to approve if additional information requested matches results received. None opposed.
- 3.23/15 Dr. Mandal-Blasio made a motion to approve if additional information requested matches results received. None opposed.
- 3.23/16 Dr. Mandal-Blasio made a motion to approve. None opposed.
- 3.23/17 Mr. Tuminello made a motion to require Registered Line Technician to respond to board's request in 10 days. Failure to do so will lead to registration being revoked. None opposed.
- 3.23/18 Ms. Riofrio made a motion to approve. None opposed. Dr. Mandal-Blasio abstained.
- 3.23/19 Ms. Wright made a motion to approve. None opposed. Mr. Tuminello abstained.
- 3.23/20 Mr. Tuminello made a motion to approve. None opposed.
- 3.23/21 Ms. Wright made a motion to approve. None opposed. Dr. Mandal-Blasio abstained.
- 3.23/22 Mr. Tuminello made a motion to approve. None opposed.

The following applicants required a 2<sup>nd</sup> Review:

- 1.23/1 Mr. Tuminello made a motion to deny registration due to failure to respond to board's request. None opposed.
- 2.23/6 Ms. Wright made a motion to approved. None opposed.

- 1.23/6 Ms. Wright made a motion to deny registration due to failure to respond to board's request. None opposed.
- 2.23/16 Ms. Wright made a motion to allow Registered Line Technician to continue registration uninterrupted. None opposed.

The following applications are to provide monthly updates for review.

- 8.19/8 Update received.
- 10.21/7 Update received.
- 3.22/C Ms. Riofrio made a motion to discontinue requiring updates as final disposition has been received. None opposed.
- 9.22/35 Update received.
- 4.22/8 Update received.
- 5.22/21 No update received. Ms. Wright made a motion if no update is received in 10 days, registration will be revoked. None opposed.
- 5.22/28 Mr. Tuminello made a motion to discontinue requiring updates as final disposition has been received. None opposed.
- 6.22/1 Update received.
- 6.22/10 Update received.
- 10.22/2 Update received.
- 10.22/7 Update received.
- 11.22/23 Update received.
- 11.22/24 Update received.
- 11.22/25 Update received.
- 2.23/1 Update received.
- 2.23/5 Update received.
- 2.23/13 Update received.