

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

BOARD MEETING MINUTES: December 10, 2019
(Approved January 21, 2020)

Committee meetings began at 9:15 a.m.

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Lloyd Boudloche, Jr. Ed.D. at 9:42 a.m. on Tuesday, December 10, 2019 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana 70816. Present were Board Members: Lloyd Boudloche, Jr., Ed.D., Courtney Wright, Renee Cole, Calvin Cryer, Executive Director Rhonda Boe and Compliance Officer, Justin Owens. Alfred Tuminello, Jr. and Scott Williamson were absent.

A motion was made by Ms. Wright to approve the agenda for the December 10, 2019 meeting. None opposed and the motion passed.

Ms. Boe advised the board the minutes would be ready for approval at the January meeting.

Pursuant to LSA R.S. 42:6.1(4), Dr. Boudloche moved to enter Executive Session at 9:45 a.m. for credential file reviews.

Mr. Tuminello arrived at 10:20 a.m. to the board meeting.

Dr. Boudloche closed executive session at 11:00 a.m. and the following was reported.

Licensure Applicants 12.19/A, 12.19/B, 12.19/C and 12.9/D were approved for licensure. All applicants chose to defer licensing until 1-1-20. Mr. Tuminello abstained on applicant 12.9/D.

State Certified Assistant Behavior Analyst applicant 12.19/E was approved and also chose to defer.

The status of other applicants reviewed are contained in the attached report by compliance officer, Justin Owens.

Complaints Committee:

Ms. Boe presented the following report for Ellen Brocato, complaints coordinator:

- 1) Complaint not closed but no new activity.
- 2) Consent Agreement presented to board. After discussion Ms. Wright called to question. Ms. Wright – yay, Ms. Cole – yay, Mr. Cryer – yay, Mr. Tuminello – yay and Dr. Boudloche – yay. The Consent Order was approved and signed.
- 3) Before proceeding with the Administrative Complaint filing, an informal meeting in accordance with APA guidelines would be offered to the respondent.
- 4) Consent Agreement reached at last month's meeting sent to respondent for signature.
- 5) Compliance officer sent letter advising complaint was closed unless further information was obtained.
- 6) Investigation ongoing and informal meeting to be offered in next few months.
- 7) Reply received to letter of notice. Investigation ongoing.
- 8) Reply received to letter of notice. Investigation ongoing.

Finance Committee:

Ms. Boe informed the board she had not received the LSBEP invoice for December but requested permission to pay if no discrepancies. Mr. Tuminello made a motion to allow Ms. Boe to pay the LSBEP December invoice if she notes no discrepancies. None opposed. The Reconciliations for November were reviewed. A motion was made by Ms. Wright to approve November reconciliations. None opposed. The Reconciliations were dated and signed by preparer and dated and signed by Finance Committee Chair, Ms. Wright, indicating board approval. The full board reviewed the General Ledger, Balance Sheet, and Profit and Loss for November and no discrepancies were noted. Ms. Cole made a motion to approve all the financials. None opposed.

Ms. Boe advised the board a deposit made on 11-29-19 was not applied to the November bank statement and would be included in the December statement.

The final FY budget for 20/2021 was reviewed with a few minor adjustments from last month. Ms. Cole moved to approve the budget and submit to the appropriate committees. None opposed and the motion passed.

Jurisprudence Committee:

Ms. Boe advised a few questions on the test had multiple possible answers. When the test is available on the new software, these questions will need to be revised. Ms. Wright will work on revising these questions on the Jurisprudence Exam.

Legislative Committee:

Ms. Boe has not received an answer on the technical change of adding the word “telehealth to the rule. She will inquire again and report at the next meeting.

Policies and Procedures Committee:

No new business

Continuing Education Committee:

The software company will be at the office when the program goes live and discussions with their representatives will be held to determine the best way to incorporate the new reporting form.

Supervision Oversight Committee:

A question from a licensee was reviewed. The licensee was directed to the Statement of Policy on the board’s website.

Long Range Planning:

FARB training is on hold.

New Business:

No new business.

Discussion Items:

Mr. Tuminello brought up a letter received for recommendations for a Medicaid Quality Workgroup. Following discussion, the Board will pass along the information to LCAAS and LABAA, as those organizations best represent the professionals/providers of the state. The mission of the LBAB is to protect the consumers of ABA services and we do not typically interact with the Medicaid MCOs. As LABAA's and LCAAS's membership has much more

frequent interaction with the MCOs, these organizations are best prepared to nominate appropriate representation for inclusion in the ABA Quality Work Group.

Ms. Boe informed the board she met with the software representatives and it is developing according to plan. The live date may be delayed due to renewals. Board members will be requested to try first to work out any deficiencies.

Renewals are progressing well. A large number is expected to be received next week.

Executive Director Report:

No new reports

Dr. Boudloche adjourned the meeting at 2:00 p.m.

**Louisiana Behavior Analyst Board
Credential Review Minutes
December 10, 2019
(Executive Session)**

Board Compliance Officer Justin Owens presented the following Line Technician applicants and registrants to the Board for initial consideration:

12.19/1 – Ms. Cole moved to approve provided the Criminal Background Check exactly matches the applicant’s statements about prior arrests. None opposed.

12.19/2 – Ms. Wright moved to approve provided the Criminal Background Check exactly matches the applicant’s statements about prior arrests. None opposed.

12.19/3 – Dr. Boudloche moved to approve provided the Criminal Background Check exactly matches the applicant’s statements about prior arrests. None opposed.

12.19/4 – Dr. Boudloche moved to deny until the applicant completes the application by providing a written explanation of prior arrests. None opposed. Mr. Tuminello abstained.

12.19/5 – Mr. Tuminello moved to deny the application due to the applicant’s failure to disclose the serious nature and recency of criminal charges. None opposed.

12.19/6 – Mr. Tuminello moved to approve provided the Criminal Background Check exactly matches the applicant’s statements about prior arrests. None opposed.

12.19/7 – Ms. Wright moved to approve provided the Criminal Background Check exactly matches the applicant’s statements about prior arrests. None opposed. Mr. Tuminello abstained.

12.19/8 – Mr. Tuminello move to approve provided the Criminal Background Check exactly matches the applicant’s statements about prior arrests. None opposed.

Board Compliance Officer Justin Owens presented the following Line Technician applicants to the Board for re-review:

10.19/11 – Ms. Wright moved to deny registration until documentation requested by Ms. Boe in November 2019 is received.

11.19/2 – Mr. Tuminello moved to approve provided the Criminal Background Check exactly matches the applicant's statements about prior arrests. None opposed.

11.19/3 – Mr. Cryer moved to approved provided the Criminal Background Check exactly matches the applicant's statements about prior arrests. None opposed.

11.19/12 – Mr. Tuminello moved to approved provided the Criminal Background Check exactly matches the applicant's statements about prior arrests. None opposed.

Board Compliance Officer Justin Owens presented the following Line Technician registrants to the Board for ongoing monthly updates:

2.18/4 – Mr. Cryer moved to continue registration uninterrupted and allow the registrant to move from monthly updates to quarterly updates until completion of legal requirements. None opposed.

12.18/10 – Dr. Boudloche moved to continue registration uninterrupted with monthly updates. None opposed. Mr. Cryer abstained.

1.19/4 – Mr. Cryer moved to continue registration uninterrupted provided the registrant submits official documentation relative to completion of legal requirements.

2.19/13 – Because no communication has been received from the registrant since October 2019, Dr. Boudloche moved to give the registrant until December 20, 2019 to provide a thorough update along with official documentation. If no communication is received by that date, the registration will be immediately revoked. None opposed.

6.19/4 – Ms. Wright moved to continue registration uninterrupted with quarterly updates.

6.19/5 – Because no communication has been received from the registrant since November 2019, Dr. Boudloche moved to give the registrant until December 20, 2019 to provide a thorough update along with official documentation. If no

communication is received by that date, the registration will be immediately revoked. None opposed.

6.19/10 – Ms. Cole moved to continue registration uninterrupted with quarterly updates.

7.19/6 – Because the registrant's monthly reports have been insufficient, Mr. Tuminello moved to give the registrant until December 20, 2019 to provide a thorough update along with official documentation. If no communication is received by that date, the registration will be immediately revoked. None opposed.