

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

**BOARD MEETING MINUTES: March 16, 2022**  
*(Approved April 13, 2022)*

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Vice Chair, Angela Murray, at 9:07 a.m. on Wednesday, March 16, 2022 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Courtney Wright, Angela Murray, Renee Cole, Joseph Tuminello, III, Daniela Riofrio, Alfred Tuminello, Jr. and Executive Director Rhonda Boe. Calvin Cryer arrived at 9:25 a.m.

A motion was made by Dr. Tuminello to approve the agenda for the March 16, 2022 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Ms. Murray moved to enter Executive Session at 9:10 a.m. for personnel discussion, credential file reviews and other matters.

Mr. Cryer closed Executive Session at 11:57 a.m.

Ms. Cryer began the Open Meeting at 11:58 a.m.

Ms. Cole made a motion to approve the January minutes. None opposed and the motion passed.

The following was reported regarding the credential file reviews:

Licensure Applicants 3.22/A, 3.22/B, 3.22/D, 3.22/G, 3.22/H, and 3.22/I were reviewed and approved for licensure.

Licensure Applicant 3.22/E was reviewed and approved for licensure upon receipt of the final documents by mail.

Licensure Applicants 3.22/C and 3.22/F require further review and will be interviewed at the next board meeting on April 13, 2022.

Certificant Applicants 3.22/J and 3.22/K were reviewed and approved for certification.

Certificant Applicant 3.22/L was reviewed and approved for certification upon receipt of the final documents by mail.

Two LBA late renewals were reviewed and approved for renewal certificates to be issued and dated March 16, 2022.

The status of other applicants reviewed are contained in the attached report.

Complaints Committee:

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

Complaint 2021-01C – Board Counsel attempting to schedule Bertucci (informal) meeting.

Complaint 2020-005B – Consent Agreement offered and being considered

Notice letters sent on Complaint Numbers 2020-001B, 2020-002B, 2020-003B and 2020-004B.

Finance Committee:

Mr. Tuminello made a motion to approve the LSBEP invoice for February if no apparent discrepancies noted. None opposed and the motion passed.

Financials for January were reviewed and discussed. Ms. Murray made a motion to approve the reconciliations for January. None opposed and the motion passed. The board reviewed the Balance Sheet, General Ledger, Monthly Profit and Loss and Profit & Loss Budget vs. Actual for January. Ms. Murray made a motion to approve the full financials for January noting an Amended Budget will need to be submitted to address discrepancies. One of those discrepancies noted was the board having anticipated a disciplinary hearing and budgeted for those expenses; however, a Consent Agreement was reached negating the need for a hearing. None opposed and the motion passed.

Financials for February were reviewed and discussed. Ms. Cole made a motion to approve the reconciliations for February. None opposed and the motion passed. The board reviewed the Balance Sheet, General Ledger, Monthly Profit and Loss and Profit & Loss Budget vs. Actual for February. Ms. Cole made a motion to approve the full financials for February noting it was previously stated in this meeting an Amended Budget will need to be submitted to address discrepancies. None opposed and the motion passed.

Ms. Boe will draft a proposal for budget amendments for board review at the next meeting.

Jurisprudence Committee:

The board discussed the possibility of shuffling exam questions rather than shuffling answers which is causing errors with the “all of the above” or “both a and b” type answers. Dr. Tuminello will research further into the application being used for the exam to see if this is possible.

Legislative Oversight Committee:

The board reviewed the procedures established if the board decides to contract with DOJ/Occupational Licensing Review Program. Ms. Boe advised there is a bill she is following which changes the Occupational Licensing Review Committee member make-up and some other procedures. Ms. Boe will contact DOJ to discuss if this would conflict with their Review Program.

Ms. Boe is watching bills that could affect board procedure and/or the profession. She will update the board at the next meeting. Ms. Boe will keep Mr. Tuminello, the chair of this committee, updated during the month for any bills the board may be required to provide testimony for information purposes only.

Policies and Procedures Committee:

Ms. Boe presented the board with a list of board policies and dates approved. The board discussed which policies require updating. The board decided License, Certificate and Registration Renewal Process, CE Audits, Supervision Audits and Complaints were the top priorities.

Continuing Education Committee:

Ms. Murray presented the draft of an updated CEU reporting form and update for the board to review. In the discussion it was noted Rule Promulgation would be required to align the types with the BACB. Since this is a reporting year, a legend can be created to correspond with the BACB types.

Supervision Oversight Committee:

A training session either in person or virtual for newly licensed behavior analysts or current behavior analysts was discussed. The possibility of this being a Power Point presentation on our website will be explored. Ms. Boe will also explore the possibility of CEs being earned for attending this training.

Long Range Planning:

The board will work on updating policies and procedures.

Discussion Items:

The board reviewed and discussed an article about the board published in The Psychology Times. After a careful review, the board deemed no further action was required at this time.

Ms. Boe prepared the Call for Nomination letter for the 2 professional board seats that will be expiring and Mr. Cryer reviewed and signed. The letter will be sent to all active LBAs via email.

The board reviewed a question from a LBA regarding restroom protocols with male RLTs and female clients, etc. The board discussed and agreed there are no rules/mandates addressing this issue.

The board was reminded to complete their Tier 2.1 Reporting for the year 2021.

Ms. Cole left the meeting at 2:12 p.m.

Mr. Tuminello left the meeting at 2:26 p.m.

Ms. Boe asked if an individual asked for Accommodations for the Jurisprudence Exam such as requiring the test be read to them would she be the one to administer this accommodation. The board states she could administer the reading accommodation if requested.

The board re-scheduled the following meeting date:

May 25, 2022

(May meeting was previously scheduled for May 17, 2022.)

Mr. Cryer adjourned the meeting at 2:46 p.m.

**CREDENTIAL FILE REVIEWS**

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

3.22/1 Ms. Cole advised the board not enough information in file to review and applicant will be reviewed again in April.

3.22/2 Ms. Cole advised the board not enough information in file to review and applicant will be reviewed again in April.

3.22/3 Ms. Riofrio made a motion to approve when results are received if exact match to information and documents provided. None opposed.

3.22/4 Ms. Riofrio made a motion to approve. None opposed.

3.22/5 Mr. Cryer made a motion to approve. None opposed.

3.22/6 Mr. Cryer made a motion to approve but require monthly updates to the board. None opposed.

3.22/7 Ms. Wright advised the board not enough information in file to review and applicant will be reviewed again in April.

3.22/8 Ms. Wright made a motion to approve. None opposed.

3.22/9 Dr. Tuminello made a motion to approve. None opposed.

3.22/10 Dr. Tuminello made a motion to approve. None opposed.

3.22/11 Mr. Tuminello made a motion to approve when results are received if exact match to information and documents provided. None opposed.

3.22/12 Mr. Tuminello made a motion to approve when results are received if exact match to information and documents provided. None opposed.

3.22/13 Ms. Murray advised the board not enough information in file to review and applicant will be reviewed again in April. Mr. Tuminello abstained.

3.22/14 Ms. Murray made a motion to approve when results are received if exact match to information and documents provided and require monthly updates. None opposed. Mr. Tuminello abstained.

The following applicants required a 2<sup>nd</sup> review.

2.22/3 Ms. Cole advised this applicant was not responding to requests to provide additional information and made a motion to close the file. None opposed.

2.22/5 Ms. Cole advised this applicant was not responding to requests to provide additional information and made a motion to close the file. None opposed.

2.22/6 Ms. Cole advised this applicant was not responding to requests to provide additional information and made a motion to close the file. None opposed.

2.22/18 Ms. Cole made a motion to approve. None opposed.

The following applicants are to provide monthly updates for review.

8.19/8 Updated provided.

6.21/8 Update provided.

10.21/7 Update provided.

2/20/6 Update provided.

9.21/7 No update received. Mr. Cryer made a motion that email be sent and if no update received by April 1, 2022 registration be revoked.

9.21/10 Update provided with question if updates are still required if on a break from working as RLT but plans to resume in summer. Mr. Tuminello made a motion that this individual will need to continue monthly updates as long as registration is active. None opposed.

11.21/10 No updated received. Mr. Cryer made a motion that email be sent and if no update received by April 1, 2022 registration be revoked. None opposed.

1.22/1 No updated received. Ms. Wright made a motion that email be sent and if no update received by next month registration be revoked. None opposed.

11.21/6 No updated received. Ms. Murray made a motion that email be sent and if no update received by April 1, 2022 registration be revoked. None opposed.

2.22/9 Update provided.