

Louisiana Behavior Analyst Board
8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809

BOARD MEETING MINUTES: August 18, 2015

Approved (November 13, 2015)

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Chair Emily Bellaci at 12:20 p.m., Tuesday, August 18, 2015 at 8706 Jefferson Highway, Suite B, Baton Rouge, Louisiana 70809. Present were Board Members, Cassie Bradford, Jennifer Longwell, Ph.D., Emily Bellaci, Kathy Chovanec. Kelly Parker, Executive Director, participated intermittently via telephone. Ellen Brocato was absent.

Ms. Bellaci moved to name Cassie Bradford as board chair and Jenny Longwell as board vice-chair for the 2015-2016 year. The motion passed unanimously by roll call vote as follows: Bellaci-yay, Bradford-yay, Longwell-yay, and Chovanec-yay. Ms. Bellaci appointed Jenny Longwell to the Complaints Coordinator position and herself to the LaBAA liaison position. The motion passed unanimously by roll call vote as follows: Bellaci-yay, Bradford-yay, Longwell-yay, and Chovanec-yay. Changes in Board assignments will be made during the September meeting.

Ms. Bellaci moved to approve the August agenda. The motion passed unanimously by roll call vote as follows: Bellaci-yay, Bradford-yay, Longwell-yay, and Chovanec-yay. The July meeting minutes were not available for review and will be reviewed for approval at the October meeting.

Pursuant to LSA R.S.42:6.1(4), Ms. Bellaci moved to enter Executive Session to review legal matters and discuss applicant files. The motion passed unanimously.

Ms. Bellaci closed Executive Session and reported the following:

Credentials Review Committee: The Board reviewed the complete Behavior Analyst application files of: Megan Cross and Amanda Sykes. The Board agreed that all files met licensure requirements. Dr. Longwell moved to issue licenses to these applicants. The motion passed unanimously.

The Board reviewed the following files and their answers to **Part IV of the application:** Charlene Charrier, Amy Jarreau, Tarleshia Atkins, and Alfred Lyle. The Board discussed the files and opined that these individuals provided satisfactory information for registration. A motion was made in each case to register these applicants. Motions all passed unanimously.

The Board reviewed the following files and their answers to **Part IV of the application:** Arole Brivil and Alicaria Paul. The Board discussed their files and opined that more information was required. A motion was made in each case to ask for more information. Motions all passed unanimously.

The Board reviewed the file of Shannon Anderson and her answer to **Part VI of the application.** The Board discussed the file and opined that the individual has not provided sufficient official documentation to reconsider the revocation. Ms. Bellaci moved to continue the revocation unless sufficient documentation is provided. The motion passed unanimously.

The Board reviewed the file of Leanna Prill who did not supply any new information to the board regarding **Part IV of her application.** The Board discussed her files and Dr. Longwell moved that the revocation stand. The motion passed unanimously.

The Board reviewed the files of Brenda Bowes, Cassidy Quartararo, Jaclyn White, Gregory Denke, Latoya Beal, Carl Wilbur, Brandi Lombas, and Chris McNeil who were asked to supply additional

information to **Part VI of the application**. The Board discussed these files and opined that each individual provided satisfactory information. A motion was made in each case to approve the file. A motion was also made to request Cassidy Quartararo provide documentation upon resolution of the matter. The motions all passed unanimously.

The Board reviewed the file of Mack Sliman who did supply new information to the board regarding **Part IV of his application**; however a Discontinuation form had recently been submitted by the Supervisor. Ms. Bellaci moved to close his file. The motion passed unanimously.

The Board reviewed the file of Nicole Delano who did not supply any new information to the board regarding **Part IV of her application**. The Board discussed her files and Ms. Chovanec moved that the applicant is denied. The motion passed unanimously.

The Board reviewed the file of Kimberly Douchet who did not supply any new information to the board regarding **Part IV of her application**. The Board discussed her files and Ms. Bellaci moved that the applicant is denied. The motion passed unanimously.

The Board reviewed the file of Tammy Smith who did not supply any new information to the board regarding **Part IV of her application**. The Board discussed her files and Ms. Bradford moved that the applicant be revoked. The motion passed unanimously.

The Board reviewed Dr. Heard's Consent Order. Ms. Bradford moved to accept the consent order and forward to the general counsel for input. Any feedback on content of the consent order will be reviewed by the board prior to returning to Dr. Heard. The motion passed unanimously by roll call vote as follows: Bellaci-yay, Bradford-yay, Longwell-yay, and Chovanec-yay.

Finance Committee: The Board discussed monthly financials and the previous request to have Ms. Dominique provide more information. The monthly invoice was presented and Dr. Longwell made a motion to approve and pay the monthly invoice to the LSBEP. The motion passed unanimously. Ms. Bellaci moved to have Ms. Parker post job posting for an executive director. The motion passed unanimously.

Complaints Committee: No new business

Jurisprudence Examination Committee: Ms. Bradford and Dr. Longwell are working to complete new version of the LBA and SCABA exams. New exams will be introduced once all rules have been finalized.

Legislative Oversight Committee: The Board discussed possible alterations the LBAB law within the next legislative session. Ideas will be discussed with LaBAA to get their input and support.

Policies and Procedures Committee: Ms. Chovanec has been working on updating forms. New forms will be sent to Ms. Boe and emailed to Board members. The committee continues to work on developing internal policies for the board.

Continuing Education Committee - The new CEU reporting form has been finalized and will be posted to the website.

Long Range Planning Committee - No new report.

Discussion Items

Minor changes will be made to the LT form and posted to the website.

Ms. Bradford moved to adjourn the meeting at 3:07 p.m. The motion passed unanimously.