

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

BOARD MEETING MINUTES: June 14, 2023
(Draft July 12, 2023)

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Angela Murray at 8:31 a.m. on Wednesday, June 14, 2023 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Angela Murray, Renee Cole, Joseph Tuminello, III and Courtney Wright and Executive Director Rhonda Boe. Board Members Alfred Tuminello, Jr., Daniela Riofrio, and Rebecca Mandal-Blasio were absent. Executive Administrator, Krysta Babin was also absent.

A motion was made by Ms. Cole to approve the agenda for the June 14, 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 8:32 a.m. for credential file reviews, complaints, lapsed renewals submitted and any other items to be reviewed in executive session.

Ms. Murray closed Executive Session at 10:55 a.m.

Ms. Murray began the Open Meeting at 11:00 a.m.

Ms. Murray made a motion to approve the May minutes. None opposed and the motion passed.

The following was reported regarding the credential file reviews:

Licensure Applicant 6.23/A, 6.23/B, 6.23/C, 6.23/E, 6.23/F, 6.23/G, and 6.23/H were reviewed and approved for licensure.

Licensure Applicant 6.23/D and 6.23/I were reviewed and approved for licensure upon receipt of final required documents by mail.

Certificant Applicants 6.23/J, 6.23/K, 6.23/L and 6.23/M were reviewed and approved for certification.

The board reviewed and voted on the following items:

The board was advised contact has not been made with a professional who is failing to respond to board requests. The board requested a certified letter be sent.

A rap back was received and reviewed on a RLT. A motion was made by Dr. Tuminello that the file be flagged to deny any future applications based on the charge. None opposed and the motion passed.

A RLT application and statement was reviewed and discussed. The concern was maintaining professional boundaries which the RLT has agreed to abide by. Ms. Murray made a motion to approve the registration. None opposed and the motion passed.

The board reviewed a RLT applicant whose discontinuation from a previous employer included a request for review should the individual reapply. The file was reviewed and the lack of follow-up on the accusations. Ms. Wright made a motion to approve the registration. None opposed and the motion passed.

The board reviewed a self-report from a professional and discussed. This is not a violation of board rules and is being handled by the appropriate party.

The board reviewed a rap back on a RLT and discussed. Ms. Murray made a motion to continue registration uninterrupted with monthly updates. None opposed and the motion passed.

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

Complaints Committee:

Ms. Boe requested the complaints committee report be tabled until the next meeting due to the fact that the board would not have a quorum in the afternoon. Ms. Murray made a motion to table the complaints committee report until next month. None opposed and the motion passed.

In accordance with the terms of the Consent Agreement and Order signed in Complaint No. 2020-001B, a written Supervisory Agreement between an LBA and the respondent was submitted for board review and approval.

The board reviewed the terms of the Supervisory Agreement and found it to be in compliance with the Consent Agreement and Order.

Ms. Murray requested a call to question vote which resulted as follows: Dr. Tuminello – yay, Ms. Cole – yay, Ms. Wright – yay and Ms. Murray – yay. The Supervisory Agreement was approved.

Finance Committee:

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

Financials for April were reviewed and discussed. Ms. Cole made a motion to approve the checking and savings reconciliation. None opposed and the motions passed. The board reviewed the Balance Sheet, General Ledger, Monthly Profit and Loss and Profit & Loss Budget vs. Actual for April. It was noted the interest income increased substantially and this was due to moving funds from the checking to a savings. Ms. Murray made a motion to approve the full financials for April. None opposed and the motion passed.

Financials for May were reviewed and discussed. Ms. Wright made a motion to approve the checking and savings reconciliation. None opposed and the motions passed. The board reviewed the Balance Sheet, General Ledger, Monthly Profit and Loss and Profit & Loss Budget vs. Actual for May. The board discussed that most of the categories appeared to be within a reasonable range of the budget. It was also noted some items such as legal fees and hearing expenses were impossible to determine. Dr. Tuminello made a motion to approve the full financials for May. None opposed and the motion passed.

Ms. Boe informed the board that she inadvertently used the board debit card in June for a purchase totaling \$10.49. She offered to pay the board meal tip for the delivery driver in cash to reimburse the board. Ms. Murray made a motion that Ms. Boe pay from her own funds \$10.50 to the meal delivery driver for the board lunch as reimbursement for the card use. None opposed and the motion passed.

Ms. Boe informed the board a new printer was needed to print the official license certificates and the costs would be shared with LSBEP. She also informed the board the contract was up on the printer and another lease or purchase would need to be completed. Ms. Boe also requested permission to purchase artwork for her office. Ms. Wright made a motion to allow Ms. Boe to purchase artwork and the new printer or printers. None opposed and the motion passed.

Jurisprudence Committee:

No new business.

Legislative Oversight Committee:

No new business.

Policies and Procedures Committee:

No new business.

Continuing Education Committee:

No new business.

Supervision Oversight Committee:

No new business.

Long Range Planning:

No new business.

Discussion Items:

None

Executive Director's Report:

Ms. Boe reported the following statistics for the month of May:

330 Line Technicians Registered

9 Behavior Analysts Licensed

1 State Certified Assistant Behavior Analysts Certified

Ms. Murray adjourned the meeting at 12:16 p.m.

CREDENTIAL FILE REVIEWS:

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

- 6.23/1 Dr. Tuminello made a motion to approve. None opposed.
- 6.23/2 Dr. Tuminello made a motion to approve. None opposed.
- 6.23/3 Dr. Tuminello made a motion to approve. None opposed.
- 6.23/4 Dr. Tuminello made a motion to continue uninterrupted with required monthly updates. None opposed.
- 6.23/5 Dr. Tuminello made a motion to approve. None opposed.
- 6.23/6 Dr. Tuminello made a motion to approve. None opposed.

- 6.23/7 Ms. Murray made a motion to approve and require monthly updates. None opposed.
- 6.23/8 Ms. Murray made a motion to approve if results match exactly when results received. None opposed.
- 6.23/9 Ms. Murray made a motion to request additional information, and approve if satisfactory. None opposed.
- 6.23/10 Ms. Murray made a motion to request additional information, and approve if satisfactory. None opposed.
- 6.23/11 Ms. Cole made a motion to approve. None opposed.
- 6.23/12 Ms. Cole made a motion to approve. None opposed.
- 6.23/13 Ms. Cole made a motion to approve. None opposed.
- 6.23/14 Ms. Cole made a motion to approve and require monthly updates. None opposed.
- 6.23/15 Ms. Cole made a motion to approve. None opposed.
- 6.23/16 Ms. Wright made a motion to approve and require quarterly updates to show the fine is being paid. None opposed.
- 6.23/17 Ms. Wright made a motion to approve. None opposed.
- 6.23/18 Ms. Wright made a motion to approve. None opposed.
- 6.23/19 Ms. Wright made a motion to approve. None opposed.
- 6.23/20 Ms. Wright made a motion to approve. None opposed.

The following applicants required a 2nd or 3rd Review:

- 5.23/23 Dr. Tuminello made a motion to close application due to lack of response to repeated requests for additional information. None opposed.
- 5.23/23 Ms. Murray made a motion to close application due to lack of response to repeated requests for additional information. None opposed.
- 4.23/28 Ms. Cole made a motion to close application due to lack of response to repeated requests for additional information. None opposed.
- 3.23/11 Ms. Wright made a motion to table until July as the results have still not been received and there is insufficient information to make a decision. None opposed.

The following applications are to provide monthly updates for review.

10.21/7 Update received.

9.22/35 Update received.

4.22/8	Update received.
5.22/21	Update received.
6.22/10	Update received.
10.22/2	Quarterly updates – next update required in July.
10.22/7	No update received. Board office made attempt to contact supervisor. Ms. Wright made a motion if no update received before July meeting the registration will be revoked. None opposed.
11.22/23	Update received.
11.22/25	Update received.
2.23/1	Quarterly updates – next update required in July.
2.23/5	Quarterly updates – next update required in July.
4.23/3	Quarterly updates – next update required in July.
4.23/4	Update received.