

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

BOARD MEETING MINUTES: JANUARY 8, 2025

(Approved February 12, 2025)

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Daniela Riofrio at 9:11 a.m. on Wednesday, January 8, 2025 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Daniela Riofrio, Renee Cole, Courtney Wright, Lloyd Boudloche, Jr., and Lindy West, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Rebecca Mandal-Blasio and Joseph Tuminello, III were absent.

A motion was made by Ms. West to approve the agenda for the January 8, 2025 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Ms. Riofrio moved to enter Executive Session at 9:15 a.m. for credential file reviews, complaints, lapsed renewals submitted and any other items to be reviewed in executive session.

Ms. Babin left the meeting at 10:38 a.m.

Ms. Riofrio closed Executive Session at 12:32 p.m.

Ms. Riofrio began the Open Meeting at 12:33 p.m.

Ms. Riofrio made a motion to approve the December 10, 2024 minutes. None opposed and the motion passed.

The following occurred regarding the credential file reviews:

Licensure Applicants 1.25/C, 1.25/D, 1.24/E, 1.25/F, 1.25/I, 1.25/J and 1.24/R were reviewed and approved for licensure.

Licensure Applicants 1.25/A, 1.25/G, 1.25/H, 1.25/K and 1.25/L were reviewed and approved for licensure upon receipt of final required documents by mail and/or successful passage of Jurisprudence Exam.

SCaBA Applicants 1.25/E and 1.25/N were reviewed and approved for certification.

SCaBA Applicant 1.25/M was reviewed and approved for certification upon receipt of final required documents by mail and/or successful passage of Jurisprudence Exam.

LBA and SCaBA Applicant 1.25/B was reviewed and approved for licensure and certification.

A late LBA Renewal was received and reviewed on MS. After review of the documents, Ms. Cole made a motion to approve the renewal, effective today. None opposed and the motion passed.

A LBA Renewal reinstatement was received and reviewed on DC. After review of the documents, including the re-taking of the Jurisprudence Exam, Ms. Wright made a motion to approve the reinstatement, effective today. None opposed and the motion passed.

Information requested in reference to the hearing held September 18, 2024 pertaining to a decision on the intent to deny or withhold licensure on candidate 9.24/H was reviewed. The subpoena has been resent to another branch of the clinic where the doctor practices as he is failing to comply with the first one which has been confirmed as received. Mr. Raines was informed he is mainly at the clinic branch where the second subpoena has been sent. The BACB is reviewing information submitted by the board in reference to the supervision of this applicant.

The board reviewed the update required by 6.24/28 at the January meeting or a revocation would be issued. The updated was received and reviewed. Ms. West made a motion that an update be provided again at the February meeting. None opposed and the motion passed.

The board reviewed a rap back on an RLT. Ms. Riofrio made a motion to allow the individual to continue providing services uninterrupted with stipulation of providing updates as required by the board. None opposed and the motion passed.

A late RLT renewal reviewed submitted the documents and fees. Ms. Wright made a motion to approve the late renewal and process. None opposed and the motion passed.

The status of other applicants reviewed and voted on at the December meeting is listed below in the Credential File Reviews.

Complaints Committee:

The board reviewed and discussed 3 Consent Agreement and Orders and 2 recommendations to close without action against licensee submitted by the Complaints Committee.

Ms. Riofrio requested a Call to Question on a motion to approve the Consent Agreement and Order on 2023-021C. The results of the votes were as follows:

Ms. Wright – yay, Ms. West – yay, Dr. Boudloche – yay, Ms. Cole – yay and Ms. Riofrio – yay.
The motion passed.

Ms. Riofrio requested a Call to Question on a motion to approve the Consent Agreement and Order on 2024-026B. The results of the votes were as follows:

Ms. Wright – yay, Ms. West – yay, Dr. Boudloche – yay, Ms. Cole – yay and Ms. Riofrio – yay.
The motion passed.

Ms. Riofrio requested a Call to Question on a motion to approve the Consent Agreement and Order on 2024-027B. The results of the votes were as follows:

Ms. Wright – yay, Ms. West – yay, Dr. Boudloche – yay, Ms. Cole – yay and Ms. Riofrio – yay.
The motion passed.

Ms. Riofrio requested a Call to Question on a motion to approve the recommendation of the Complaints Committee to close 2024-030C with no action against licensee. The results of the votes were as follows:

Ms. Wright – yay, Ms. West – yay, Dr. Boudloche – yay, Ms. Cole – yay and Ms. Riofrio – yay.
The motion passed.

Ms. Riofrio requested a Call to Question on a motion to approve the recommendation of the Complaints Committee to close 2024-034C with no action against licensee. The results of the votes were as follows:

Ms. Wright – yay, Ms. West – yay, Dr. Boudloche – yay, Ms. Cole – yay and Ms. Riofrio – yay.
The motion passed.

An incident involving a RLT was reported to DCFS and LBAB by a licensee as a mandatory reporter. Information was gathered on the incident for the board to review. After reviewing, a motion was made by Ms. Riofrio to open a board initiated complaint. None opposed and the motion passed.

Ms. Boe presented the following update for complaints on behalf of the Complaint’s Coordinator.

2023-021C	Reviewed today
2023-023C	Informal being offered
2024-026B	Reviewed today
2024-027B	Reviewed today
2024-030C	Reviewed today
2024-033C	Consent Agreement offered/Informal Meeting offered
2024-034C	Reviewed today
2024-036B	Suspended/Consent Agreement
2025-038C	Notice Letter being drafted
2025-039C	Notice Letter being drafted
2025-040C	Notice Letter being drafted
2025-041C	Complaint Received/Under Review
2025-042C	Complaint Received/Under Review

Finance Committee:

Ms. Cole made a motion to approve the printing invoice for letterhead and official certificates. None opposed and the motion passed.

Due to the meeting occurring so early in the month, financials were not ready for review and tabled until the February meeting.

Jurisprudence Committee:

Ms. Boe presented a draft to update the exam to include questions from the new rules recently published. Discussion was held and a final draft will be presented at the February meeting.

Legislative Oversight Committee:

The rule for Behavior Analysis, including telehealth guidelines, was published December 20, 2024. The board website has been updated to include the new rule.

Policies and Procedures Committee:

No new business

Continuing Education Committee:

No new business

Supervision Oversight Committee:

Ph. II of the supervision audits being conducted should be ready for review at the February meeting.

Long Range Planning:

The board has a presenter secured for the LBAB hosted CE Event to be held on April 25, 2025. Ms. Boe will contact venues for pricing and will send the board members emails with details for information purposes only if required before the next meeting. Board members were reminded they can reply all or to Ms. Boe only but cannot discuss separate with any other board member.

Discussion Items:

Elections Update: The Call for Nominations was sent to all licensees. The nominations will be opened one week after the deadline by LaBAA Chair Savannah Joseph and LBAB Executive Director Rhonda Boe as per the MOU. The election will be held before the meeting in February. Results will be available at the February 12, 2025 meeting.

Executive Director's Report:

Promotion Publication Question: An email was received from a LBA about a clinic's promotional publication being considered and inquiring if the board could give an ethics opinion. After discussion, Ms. Boe was directed to reply that the board only has authority over licensees and certificants, not clinics. However, all LBAs and SCaBAs must adhere to the Ethics Code for Behavior Analysts adopted by the board. The response should also suggest reaching out to the BACB with their questions.

Building Update: Ms. Boe showed the board the solutions and temporary solutions to the office space. While the board members agree there are grounds to terminate the lease for failure to timely carry out the provisions in the lease signed more than a year and a half ago, the lease is in the State Board of Examiners of Psychologists' name. State law allows the two boards to share resources. Ms. Cole made a motion to defer a decision to terminate the lease to the State Board of Examiners of Psychologists with the stipulation that we would support them in any way necessary. None opposed and the motion passed.

The board tabled committee assignments until all board members are present.

STATS – December 2024

LBA	11
SCABA	5
RLT	260
TRANSFERS	30
DISCONT.	119

Future board meetings are scheduled for February 12, 2025 and March 12, 2025.

Ms. Riofrio adjourned the meeting at 2:06 p.m.

CREDENTIAL FILE REVIEWS (see page 5-7)

CREDENTIAL FILE REVIEWS:

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

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| 1.25/1 | Ms. Wright made a motion to approve but will require to provide quarterly updates. None opposed. |
| 1.25/2 | Ms. Wright made a motion to approve. None opposed. |
| 1.25/3 | Ms. Wright made a motion for RLT to continue registration without interruption but will require quarterly updates. None opposed |
| 1.25/4 | Ms. Wright made a motion to approve. None opposed. |
| 1.25/5 | Ms. Cole made a motion to approve but will require to provide quarterly updates. None opposed. |
| 1.25/6 | Ms. Cole made a motion to approve if additional information is provided and results match exactly when results received. None opposed. |
| 1.25/7 | Ms. Cole made a motion to approve. None opposed. |
| 1.25/8 | Ms. Cole made a motion to approve but will require to provide quarterly updates. None opposed. |
| 1.25/9 | Ms. Riofrio made a motion to approve. None opposed. |
| 1.25/10 | Ms. Riofrio made a motion to approve. None opposed. |
| 1.25/11 | Ms. Riofrio made a motion to approve. None opposed. |
| 1.25/12 | Ms. Riofrio made a motion to approve. None opposed. |
| 1.25/13 | Ms. West made a motion to approve. None opposed. |
| 1.25/14 | Ms. West made a motion for RLT to continue registration without interruption but will require quarterly updates. None opposed. Ms. Cole abstained. |
| 1.25/15 | Ms. West made a motion to approve. None opposed. |
| 1.25/16 | Ms. West made a motion to approve. None opposed. |
| 1.25/17 | Dr. Boudloche made a motion to approve. None opposed. |
| 1.25/18 | Dr. Boudloche made a motion to approve. None opposed. |
| 1.25/19 | Dr. Boudloche made a motion to approve. None opposed. |

1.25/20 Dr. Boudloche made a motion to approve. None opposed.

The following applications are to provide monthly updates for review.

10.21/7 Update received.

10.23/F Update received.

10.19/H Ms. Wright made a motion to close case. None opposed.

7.24/22 Update received.

4.22/8 Dr. Boudloche made a motion to close case. None opposed.

6.23/7 Update received.

9.23/20 Update received.

11.23/15 Update received.

2.24/6 Update received.

5.24/1 Update received.

5.24/6 Update received.

5.24/12 Ms. Riofrio made a motion if no update is received in 10 days, registration will be revoked. None opposed.

5.24/23 Update received.

6.24/2 Ms. West made a motion if no update is received in 10 days, registration will be revoked. None opposed. Dr. Boudloche abstained.

6.24/8 Ms. Cole made a motion if no update is received in 10 days, registration will be revoked. None opposed. Ms. Riofrio and Ms. Wright abstained.

6.24/30 Update received.

7.24/18 Update received.

8.24/1 Update received.

8.24/13 Update received.

9.24/1 Update received.

9.24/10	Ms. Wright made a motion if no update is received in 10 days, registration will be revoked. None opposed.
9.24/26	Update received.
10.24/4	RLT Registration discontinued. Ms. Wright made a motion to require monthly updates if registered again.
10.24/6	Ms. Cole made a motion if no update is received in 10 days, registration will be revoked. None opposed.
10.24/21	Update received.
10.24/26	Ms. West made a motion if no update is received in 10 days, registration will be revoked. None opposed.
10.24/34	Ms. Riofrio made a motion if no update is received in 10 days, registration will be revoked. None opposed.
10.24/35	Update received.
10.24/36	Ms. Wright made a motion if no update is received in 10 days, registration will be revoked. None opposed.
11.24/4	Update received.
11.24/7	Dr. Boudloche made a motion if no update is received in 10 days, registration will be revoked. None opposed.
11.24/9	Update received.
11.24/19	Ms. West made a motion if no update is received in 10 days, registration will be revoked. None opposed.
11.24/20	Ms. Riofrio made a motion if no update is received in 10 days, registration will be revoked. None opposed.
12.24/13	Ms. Cole made a motion if no update is received in 10 days, registration will be revoked. None opposed.
12.24/20	Update received.
12.24/21	Update received.