

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

BOARD MEETING MINUTES: October 14, 2025
(Approved November 19, 2025)

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Daniela Riofrio, once a quorum was established, at 8:53 a.m. on Tuesday, October 14, 2025 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Daniela Riofrio, Lloyd Boudloche, Jr., Rebecca Mandal-Blasio, Lindy West, Renee Cole, and Courtney Wright, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Joseph Tuminello, III was absent.

A motion was made by Ms. Riofrio to approve the agenda for the October 14, 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 8:54 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 10:15 a.m.

Ms. Riofrio closed Executive Session at 12:39 p.m.

Ms. Riofrio began the Open Meeting at 12:40 p.m.

Dr. Boudloche made a motion to approve the September 17, 2025 minutes. None opposed and the motion passed.

The following occurred regarding the credential file reviews:

Licensure Applicants 9.25/H, 10.25/A, 10.25/E, 10.25/F, 10.25/G, 10.25/H, 10.25/J and 10.25/K were reviewed and approved for licensure.

Licensure Applicants 10.25/B, 10.25/C, and 10.25/I were reviewed and approved for licensure upon receipt of final required documents by mail and/or successful passage of Jurisprudence Exam.

SCaBA Applicant 10.25/L was reviewed and approved for certification upon receipt of the final required documents by mail and/or successful passage of the Jurisprudence Exam.

LBA Applicant 10.25/D was reviewed and approved for a Payment Plan.

Documentation for late Renewals/Reinstatements were reviewed resulting in the following:

JW – Dr. Boudloche made a motion to reinstate. None opposed and the motion passed.

MD – Dr. Mandal-Blasio made a motion to reinstate. None opposed and the motion passed.

JM – Ms. West made a motion to reinstate. None opposed and the motion passed.

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A discontinuation was received on the following RLTs with a request to flag for board review if the individual reapplies:

AB– Ms. West made a motion to flag. None opposed and the motion passed. Additionally, a new application was submitted by AB. AB was allowed opportunity to submit statement. Ms. Wright made a motion to deny and inform applicant they can reapply in 2 years. None opposed and the motion passed.
JJ – Ms. Cole made a motion not to flag. None opposed and the motion passed.
AT – Dr. Boudloche made a motion to flag for board review if individual reapplies. None opposed and the motion passed.

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The following applicants were reviewed after receiving LSP notifications.

JF – Ms. Wright made a motion to allow registration to continue uninterrupted with the stipulation the individual provide monthly updates until the case is concluded.
BM – Individual did not respond to email request. Ms. West made a motion to inform and allow individual 10 days to reply or the registration is revoked. None opposed and the motion passed.
JB - Discontinuation received before board meeting. Dr. Mandal-Blasio made a motion to require board review if the applicant reapplies. None opposed and the motion passed.
NP - Ms. Riofrio made a motion to allow registration to continue uninterrupted with the stipulation the individual provide quarterly updates until the case is concluded.

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CA - Ms. Riofrio requested a Call to Question on reversing a revocation with the stipulation CA only provide services under the supervision of the same LBA currently listed and also require CA provide monthly updates to the board until the matter is completed. The results of the votes were as follows: Ms. Cole – yay, Ms. West – yay, Dr. Boudloche – yay, Dr. Tuminello – yay, Dr. Mandal-Blasio – yay, and Ms. Riofrio – yay. The motion passed.

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

Complaints Committee:

The board previously voted to send 2 letters of education, after reviewing. Drafts were reviewed by the board and the motion/votes were as follows:

CK – Dr. Boudloche made a motion to approve the letter of education. None opposed and the motion passed.
TD – Dr. Mandal-Blasio made a motion to approve the letter of education. None opposed and the motion passed.

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The board was advised and briefed on an open complaint and the Complaints Committee recommendation to close with no action. Ms. Riofrio requested a Call to Question on a motion to close this complaint with no disciplinary action. The results of the votes were as follows:

Ms. West – yay, Dr. Boudloche – yay, Ms. Cole - yay, Ms. Wright - yay, Dr. Mandal-Blasio – yay, and Ms. Riofrio – yay.

The motion passed and Complaint No. 2026-064C was closed with no action.

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The board was advised and briefed on an open complaint and the Complaints Committee recommendation to close with no action. Ms. Riofrio requested a Call to Question on a motion to close this complaint with no disciplinary action. The results of the votes were as follows:

Ms. West – yay, Dr. Boudloche – yay, Ms. Cole - yay, Ms. Wright - yay, Dr. Mandal-Blasio – yay, and Ms. Riofrio – yay.

The motion passed and Complaint No. 2025-046C was closed with no action.

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The board was advised and briefed on an open complaint and the Complaints Committee recommendation to close with no action. Ms. Riofrio requested a Call to Question on a motion to close this complaint with no disciplinary action. The results of the votes were as follows:

Ms. West – yay, Dr. Boudloche – yay, Ms. Cole - yay, Ms. Wright - yay, Dr. Mandal-Blasio – yay, and Ms. Riofrio – yay.

The motion passed and Complaint No. 2025-045C was closed with no action.

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The board was advised and briefed on an open complaint and the Complaints Committee recommendation to issue a letter of education and close. A draft of the letter was reviewed by board members. Ms. Riofrio requested a Call to Question on a motion to issue the letter of education, reviewed by the board. The results of the votes were as follows:

Ms. West – yay, Dr. Boudloche – yay, Ms. Cole - yay, Ms. Wright - yay, Dr. Mandal-Blasio – yay, and Ms. Riofrio – yay.

The motion passed and Complaint No. 2025-044C was closed with no reportable action.

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The board reviewed and discussed a signed Consent Agreement and Order in reference to Complaint No. 2026-065C.

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

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

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The board reviewed and discussed a signed Consent Agreement and Order in reference to Complaint No. 2025-049B.

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

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

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The board reviewed and discussed a signed Consent Agreement and Order in reference to Complaint No. 2025-058B.

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

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

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The board reviewed and discussed a signed Consent Agreement and Order in reference to Complaint No. 2025-055B.

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

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

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

2025-036B	SUSPENDED/REVISED CONSENT AGREEMENT
2025-038C	INFORMAL SCHEDULED
2025-039C	REPLIED/ATTEMPTING TO SCHEDULE INFORMAL
2025-040C	REPLIED/ATTEMPTING TO SCHEDULE INFORMAL
2025-041C	INFORMAL SCHEDULED
2025-044C	REVIEWED TODAY
2025-045C	REVIEWED TODAY
2025-046C	REVIEWED TODAY
2025-047C	REVIEWED TODAY
2025-049B	REVIEWED TODAY
2025-052C	REVIEWED TODAY
2025-053C	REPLIED/INVESTIGATION ONGOING
2025-054B	REPLIED/AGREEMENT BEING CONSIDERED
2025-055B	REVIEWED TODAY
2025-057B	REPLIED/INVESTIGATION ONGOING
2025-058B	REVIEWED TODAY
2025-059B	REPLIED/AGREEMENT BEING CONSIDERED
2026-060B	REPLIED/AGREEMENT BEING CONSIDERED
2026-061B	REPLIED/AGREEMENT BEING CONSIDERED
2026-062B	REPLIED/INVESTIGATION ONGOING
2026-063C	REPLIED/INVESTIGATION ONGOING
2026-065C	REVIEWED TODAY
2026-066C	NEW/UNDER REVIEW
2026-067C	NEW/UNDER REVIEW
2026-068B	REPLIED/AGREEMENT BEING CONSIDERED

Finance Committee:

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

Financials for September were reviewed and discussed. Dr. Mandal-Blasio made a motion to approve the checking reconciliation, Ms. West made a motion to approve the savings reconciliation, and Ms. Riofrio made a motion to approve the ICS 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 September. It was noted that fines are being assessed in Consent Agreements but the board could not locate where they were coded. After discussion, it was determined these could be incorrectly coded to late fees. Ms. Boe would contact the accountant for clarification and corrections if required.

The board reviewed the findings of the AUP Report.

Ms. Boe requested to file an appeal with State Civil Service to collect the back compensatory pay owed for 1538.50 hours from 2016 through 2023. The response was as follows indicating no appeal needed to be filed:

“SCS Rules only apply to classified employees. Ms. Rhonda is an unclassified employee; therefore, she is exempt from SCS Rules. The agency doesn’t need to ask the Commission for an exception to the rule in this situation. The agency only needs to ensure it complies with the US Department of Labor’s Wage & Hour Division under the FLSA. Since she is exempt under the FLSA and they are compensating her for overtime, they are affording her a greater benefit than what is required under FLSA (which is fine).”

The board discussed the situation and in order to avoid any future problems with this unresolved compensatory payment, Ms. Rifrio made a motion to pay Ms. Boe her owed compensatory pay of 1538.50 hours as soon as all documentation required by accountant was submitted. None opposed and the motion passed.

Ms. Boe advised the board that the previously approved contract with Certemy for five years was approved by the state by only for three years.

Jurisprudence Committee:

No new business.

Legislative Oversight Committee:

The Notice of Intent for Chapter 3 §301 A.1. will be submitted to the legislative committees and if no comments are received, submitted to the Office of State Register for publication in December.

General Counsel Newton will be in attendance at next month’s meeting about contacting a sponsor for a bill this legislative session to eliminate the sunset date required by LBAB alone due to this being redundant as the board already sunsets with DOH.

Policies and Procedures Committee:

The board reviewed the Website Accessibility Policy. Ms. West made a motion to adopt the Website Accessibility Policy and publish on the board’s website. None opposed and the motion passed.

Continuing Education Committee:

Two supervision audit reviews were conducted by Ms. Cole. She presented her findings to the board. Ms. Cole made a motion that the individuals be notified they successfully passed their audits. None opposed and the motion passed.

Supervision Oversight Committee:

The supervision documents submitted for audit were partially reviewed and will be completed at the next meeting.

Long Range Planning:

The board has not yet received a response from last year’s presenter at the board sponsored CE Event. Dr. Mandal-Blasio volunteered to reach out. She will inform Ms. Boe if she receives a response on a topic and Ms. Boe will disseminate the information to board members. Board members were reminded not to respond all to emails and to not discuss among themselves. If a topic is presented and no one offers objection, a survey will be sent to LBAs to gauge attendance. The board will formally vote at the next meeting on any contracts.

Discussion Items:

Ms. Boe informed the board two board seats become open in September of 2026. After discussion, the board decided to wait for the two appointments for the seats that already expired before sending a request for self-nominations.

Ms. Babin created a form to be sent to an LBA when they request a RLT be flagged after discontinuation. The board reviewed and discussed. Ms. West made a motion that the form be approved and a request to review a RLT for potential flagging will only occur with the completed form. None opposed and the motion passed.

Ms. Babin created a Quarterly Update to be emailed to all LBAs each quarter to keep licensees informed of changes, upcoming events, statistics, etc. Ms. Wright made a motion to approve the first Quarterly Update for emailing. None opposed and the motion passed.

Executive Director's Report:

Email concerning clarification on Out-of-State BCBA or Psychologist Supervision was reviewed. After discussion, Ms. Boe will send a response stating any psychologist questions need to be directed to the State Board of Examiners of Psychologists; the board has no authority or over billing; and to include all pertinent laws and rules related to the questions presented.

Stats for September 2025

STATS:

LBAs	14
SCABAs	2
RLTs	430
TRANSFERS	177
DISCONTINUATIONS	289

Ms. Riofrio adjourned the meeting at 2:00 p.m.

CREDENTIAL FILE REVIEWS:

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

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| 10.25/1 | Ms. Cole made a motion to approve. None opposed. |
| 10.25/2 | Ms. Cole made a motion to approve. None opposed. |
| 10.25/3 | Dr. Boudloche made a motion to approve but will require to provide monthly updates. None opposed. Ms. Riofrio and Ms. Wright abstained. |
| 10.25/4 | Ms. Cole made a motion to approve. None opposed. |
| 10.25/5 | Ms. Wright made a motion to approve. None opposed. |
| 10.25/6 | Ms. Wright made a motion to approve. None opposed. |
| 10.25/7 | Ms. Wright made a motion to approve. None opposed. |

- 10.25/8 Dr. Mandal-Blasio made a motion to approve if results match exactly when results received but will require to provide quarterly updates. None opposed.
- 10.25/9 Dr. Mandal-Blasio made a motion to approve. None opposed.
- 10.25/10 Dr. Mandal-Blasio made a motion to approve. None opposed.
- 10.25/11 Ms. Riofrio made a motion to approve. None opposed.
- 10.25/12 Ms. Riofrio made a motion to approve. None opposed.
- 10.25/13 Ms. Riofrio made a motion to approve. None opposed.
- 10.25/14 Ms. West made a motion to approve. None opposed.
- 10.25/15 Ms. West made a motion to approve, but required to provide additional information before the next board meeting or registration will be revoked. None opposed.
- 10.25/16 Dr. Boudloche made a motion to approve but will require to provide monthly updates. None opposed. Ms. Cole abstained.

The following applications are to provide monthly updates for review.

- 10.21/7 Update received.
- 7.24/22 Update received.
- 1.24/I Update received. Dr. Boudloche abstained.
- 7.22/19 Update received.
- 6.23/7 Ms. West made a motion if no documentation is received in 10 days, registration will be revoked. None opposed.
- 8.24/1 Update received.
- 9.24/1 Update received.
- 10.24/26 Ms. Wright made a motion to close case. None opposed.
- 11.24/19 Dr. Mandal-Blasio made a motion to close case. None opposed.
- 12.24/13 Update received.

12.24/20	Update received.
1.25/6	RLT Registration discontinued. Ms. Riofrio made a motion to require monthly updates if registered again.
1.25/14	Update received. Ms. Cole abstained.
1.25/20	Update received.
3.25/26	Update received.
4.25/2	Update received.
4.25/8	Update received.
4.25/17	Ms. Cole made a motion to close case. None opposed.
5.25/34	Update received.
5.25/35	Dr. Boudloche made a motion to close case. None opposed.
6.24/16	Update received.
7.25/22	Ms. West made a motion to allow RLT to provide quarterly updates. None opposed.
8.25/27	Ms. Cole made a motion if no documentation is received in 10 days, registration will be revoked. None opposed.
8.25/28	Update received.
8.25/29	Update received.
9.25/11	Ms. Wright made a motion to close case. None opposed.
9.25/13	Update received.
9.25/23	Update received.
9.25/27	Update received.
9.25/31	Update received.
9.25/32	Update received.
9.25/33	Update received.