

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

**BOARD MEETING MINUTES: October 23, 2024**  
*(Approved November 20, 2024)*

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Joseph Tuminello, III at 8:39 a.m. on Wednesday, October 23, 2024 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Joseph Tuminello, III, Daniela Riofrio, Angela Murray, Rebecca Mandal-Blasio, Courtney Wright and Renee Cole, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Alfred Tuminello, Jr. arrived at 9:30 a.m.

A motion was made by Ms. Murray to approve the agenda for the October 23, 2024 meeting with the addition of the August Financials to be reviewed. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Dr. Tuminello moved to enter Executive Session at 8:45 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 10:50 a.m.

Dr. Tuminello closed Executive Session at 12:16 p.m.

Dr. Tuminello began the Open Meeting at 12:19 p.m.

Lindy West entered the Open Meeting at 12:23 p.m.

Ms. Murray made a motion to approve the September 18, 2024 minutes. None opposed and the motion passed.

The following occurred regarding the credential file reviews:

Licensure Applicants 10.24/A, 10.24/B, 10.24/D, 10.24/G, 10.24/H, 10.24/I, 10.24/K, 10.24/L, 10.24/M, 10.24/Q, AND 10.24/S were reviewed and approved for licensure. Alfred Tuminello, Jr. abstained from the vote on 10.24/K.

Licensure Applicant 10.24/C was reviewed and approved for licensure but required to continue providing quarterly updates.

Licensure Applicant 10.24/R was reviewed and approved for licensure upon receipt of final required documents by mail and successful passage of Jurisprudence Exam.

SCaBA Applicants 10.24/E, 10.24/F, 10.24/J, 10.24/N and 10.24/O were reviewed and approved for certification.

Alfred Tuminello, Jr. abstained from the vote on 10.24/E and 10.24/J.

SCaBA Applicant 10.24/P was reviewed and approved for certification upon receipt of final required documents by mail.

Applicant 9.24/C was reviewed and the board determined a new policy and procedure will need to be drafted and approved before this applicant can move forward toward licensure.

The board reviewed the documentation received for the late renewal of the license of VK. The submission was deemed sufficient. Ms. Cole moved to renew the license effective today. None opposed and the motion passed.

The board reviewed the documentation and fees received for the late renewal of CJ. The submission was deemed sufficient. Ms. Murray moved to renew the registration. None opposed and the motion passed. Dr. Mandal-Blasio abstained.

The board reviewed a self-report. Ms. Wright made a motion to allow the individual to continue providing services uninterrupted with the requirement of providing quarterly updates to the board. None opposed and the motion passed.

The board reviewed the administrative revocation of a RLT to decide if to confirm or reverse the revocation. The board requested additional information to review be presented at next month's meeting. The administrative revocation stands at this time.

The board reviewed rap backs received on two RLTs. Ms. Wright made a motion to allow them to continue providing services uninterrupted with the requirement of providing quarterly updates to the board. None opposed and the motion passed.

The board reviewed a rap back received on a RLT who failed to respond to the request for additional information. Ms. Riofrio made a motion to allow 10 additional days to respond or the registration will be revoked. None opposed and the motion passed.

The board reviewed a request to reverse a denial for falsifying an application. Mr. Tuminello made a motion to deny the request and have the denial stand. None opposed and the motion passed.

Ms. Boe was contacted by an individual in another state about a potential crime against a patient being committed by someone who was a former registered line technician. The crime did not involve ABA services. The board did not feel this individual needed to be flagged if a future application is submitted as the report did not involve anything under the board's authority.

A flagged former RLT submitted an application and was notified board review was required. Applicant supplied information; however, the job offer was rescinded prior to the board meeting so there was no active application to approve or deny.

A LBA submitted discontinuations on individuals who were not renewed. Discovery showed the individuals had not worked since before the renewal was required. The LBA was not timely submitting the discontinuations. The explanation was deemed sufficient.

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

#### Complaints Committee:

The board reviewed and discussed a recommendation from the Complaints Committee on 2024-029C to close with no action. Ms. Cole made a motion to close Complaint No. 2024-029C with no action. None opposed and the motion passed.

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

|           |                                         |
|-----------|-----------------------------------------|
| 2023-021C | Reviewing                               |
| 2023-023C | Reviewing                               |
| 2024-026B | Reviewing                               |
| 2024-027B | Reviewing                               |
| 2024-028C | Informal held in October/Reviewing      |
| 2024-029C | See above/closed with no action         |
| 2024-030C | Informal held in October/Reviewing      |
| 2024-033C | Informal offered                        |
| 2024-034C | Reviewing                               |
| 2024-036B | Suspended/Consent Agreement             |
| 2024-037C | Closed/No evidence of alleged violation |
| 2025-038C | Notice Letter being drafted             |

Finance Committee:

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

Ms. Cole made a motion to approve the July checking reconciliation tabled from last month as the outstanding checks question was resolved. None opposed and the motion passed.

Financials for August were reviewed and discussed. Ms. Murray made a motion to approve the checking reconciliation, Dr. Mandal-Blasio 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.

Financials for September were reviewed and discussed. Ms. Murray made a motion to approve the checking reconciliation, Dr. Mandal-Blasio 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.

Full financials for August and September were reviewed. Actual budget percentages were skewed. Numbers appear to be 2/12<sup>th</sup> and 3/12<sup>th</sup> of the actual budget instead of the full 12 months. The board tabled approving August and September full financials and asked for updated financials to be prepared reflecting the full amount actually budgeted. They also requested July be updated. Ms. Boe will request the corrected financials and have all ready for second review at the October meeting.

The board reviewed and discussed the Projected Budget for the 2025/26 Fiscal Year. Dr. Mandal-Blasio made a motion to approve the projected budget. None opposed and the motion passed.

The board reviewed and discussed the AUP Audit.

Ms. Boe informed the board 42 applicants were received for the classified Administrative Coordinator 2 position posted on the Civil Service website. All applications were reviewed and narrowed down to two. Odessa Toma was one of the two applicants. Due to her experience working at LBAB since March of 2024 as a temporary WAE employee in that position, Ms. Boe recommended hiring Ms. Toma. Ms. Riofrio made a motion to offer the position to Ms. Toma. None opposed and the motion passed.

Ms. Wright made a motion to reimburse Ms. Babin for mileage for attending the Gulf Coast Conference Board presentation. None opposed and the motion passed.

It was determined an outstanding check for mileage written to Dr. Mandal-Blasio was never deposited. Ms. Boe will void the check and issue a new one.

Jurisprudence Committee:

The board reviewed the instructions for jurisprudence exams which addresses 2 failed attempts. An applicant has 3 failed attempts and staff needs direction on how to proceed. The board discussed and drafted a policy for the jurisprudence exam. Ms. Boe will present for adoption at next month's meeting during Policies and Procedures Committee.

Legislative Oversight Committee:

The Potpourri notice was published and the hearing on the changes to the proposed telehealth rule will be November 20, 2024 at 2:00 p.m. at the board office. The notice and changes have been posted on our website.

Ms. Boe received a quote from OLRP for the services previously provided for no fee by the abolished OLRC. The board reviewed and discussed. Mr. Tuminello made a motion to accept the quote and enroll the board for the OLRP oversight. None opposed and the motion passed. Ms. Boe will proceed with communicating acceptance of the quote. Ms. Riofrio made a motion to grant authority to Ms. Boe to pay the invoice from OLRP when received without requiring board review. None opposed and the motion passed.

Policies and Procedures Committee:

No new business.

Continuing Education Committee:

The board received the final CE audit. Ms. Cole reviewed and approved the final audit. Ms. Boe will send the compliance letter.

Supervision Oversight Committee:

Supervision audits will be scheduled in the near future.

Long Range Planning:

The board continued discussing hosting a CEU Event.

Discussion Items:

The board discussed the Gulf Coast Conference presentation. Board Vice-Chair Ms. Riofrio did a great job delivering important information.

Executive Director's Report:

Ms. Boe informed the board that LSBEP informed her of breaches in the lease signed for our office location. When the lease was renewed in January of 2023, it included as tenant improvements: clean all carpets and flooring and mitigate issues with HVAC air flow in waiting room and board room. The office has had water in it several times over the years as evidenced by the stained ceiling tiles and no cleaning/remediation has been done. To-date, neither of these terms have been met or even addressed. She stated LSBEP authorized their Executive Director to take necessary steps to terminate the lease and begin the search for a new location. Ms. Boe asked the board to determine if this is what they also wanted to authorize, since we share the expenses of the location. Ms. West stated that she had been coming to the monthly meetings for several months and found the heat in the lobby intolerable to wait for the open meeting. Ms. West added that for this meeting she asked to be texted when open meeting began as she would rather wait in her car. Dr. Mandal-Blasio added that while the air temperature in the board room was just sufficiently cool enough, the rest of the offices were so cold employees needed sweaters, blankets and heaters. The temperature had to be lowered to such a degree just so board members would not be sweating. Several other board members stated they often sneeze and have allergy issues after attending a board meeting. Ms. Cole made a motion to support terminating the lease and looking for another location. None opposed and the motion passed.

STATS - September 2024

LBA 13  
SCABA 4  
RLT 333  
TRANSFERS 126  
DISCONT. 218

No updates have been received on appointment of the two new board members which were submitted to the Governor's Office by LaBAA. Ms. Murray's and Mr. Tuminello's seats are considered expired but not vacant and they continue to serve until their replacements are appointed.

Ms. Boe informed the board it is time to send out invitations to self-nominate for the two board positions that will be vacant in June of 2025 and September of 2025. The board discussed the complications of having an election prior to the current elected professionals being appointed. Ms. Boe would reach out to boards and commissions again for an update. Ms. West, one of the elect, would also reach out to her senator.

The next board meetings are scheduled for November 23, 2024 and December 10, 2024.

Dr. Tuminello adjourned the meeting at 2:22 p.m.

**CREDENTIAL FILE REVIEWS:**

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

- 10.24/1 Ms. Wright made a motion to approve. None opposed.
- 10.24/2 Ms. Wright made a motion to approve. None opposed.
- 10.24/3 Dr. Tuminello made a motion to approve. None opposed.
- 10.24/4 Ms. Cole made a motion to approve but will require to provide monthly updates. None opposed. Mr. Tuminello abstained.
- 10.24/5 Dr. Tuminello made a motion to approve. None opposed.
- 10.24/6 Ms. Cole made a motion to approve but will require to provide monthly updates. None opposed. Mr. Tuminello abstained.
- 10.24/7 Ms. Murray made a motion to approve. None opposed.
- 10.24/8 Ms. Murray made a motion to approve. None opposed.
- 10.24/9 Ms. Murray made a motion to approve. None opposed.
- 10.24/10 Ms. Murray made a motion to approve. None opposed.

10.24/11 Ms. Cole made a motion to approve. None opposed. Mr. Tuminello abstained.

10.24/12 Ms. Riofrio made a motion to approve. None opposed.

10.24/13 Ms. Riofrio made a motion to approve. None opposed.

10.24/14 Ms. Riofrio made a motion to approve. None opposed.

10.24/15 Ms. Riofrio made a motion to request additional information and will review at the next board meeting. None opposed.

10.24/16 Dr. Tuminello made a motion to approve. None opposed.

10.24/17 Ms. Cole made a motion to approve if results match exactly when results received. None opposed. Mr. Tuminello abstained.

10.24/18 Dr. Tuminello made a motion to approve. None opposed.

10.24/19 Dr. Tuminello made a motion to approve. None opposed.

10.24/20 Dr. Tuminello made a motion to approve if results match exactly when results received. None opposed.

10.24/21 Ms. Cole made a motion for RLT to continue registration without interruption but will require quarterly updates. None opposed. Mr. Tuminello abstained.

10.24/22 Ms. Cole made a motion to approve. None opposed. Mr. Tuminello abstained.

10.24/23 Mr. Tuminello made a motion to approve. None opposed.

10.24/24 Mr. Tuminello made a motion to deny. None opposed.

10.24/25 Mr. Tuminello made a motion to approve. None opposed.

10.24/26 Mr. Tuminello made a motion to approve but requires quarterly updates. None opposed.

10.24/27 Dr. Mandal-Blasio made a motion to approve. None opposed.

10.24/28 Dr. Mandal-Blasio made a motion to approve. None opposed.

10.24/29 Dr. Mandal-Blasio made a motion to approve. None opposed.

10.24/30 Ms. Cole made a motion to approve. None opposed. Mr. Tuminello abstained.

10.24/31 Ms. Cole made a motion to approve. None opposed. Dr. Mandal-Blasio abstained.

- 10.24/32 Dr. Mandal-Blasio made a motion to approve. None opposed.
- 10.24/33 Ms. Cole made a motion to approve. None opposed. Mr. Tuminello abstained.

The following applicants required a 2<sup>nd</sup> Review:

- 9.24/7 Dr. Mandal-Blasio made a motion to approve but requires quarterly updates.  
None opposed.

The following applications are to provide monthly updates for review.

- 10.21/7 Update received.
- 10.23/F Update received.
- 4.22/8 Update received.
- 10.22/7 Update received. Mr. Tuminello abstained.
- 4.23/4 Dr. Mandal-Blasio made a motion if no update is received in 10 days,  
registration will be revoked. None opposed
- 6.23/7 Dr. Mandal-Blasio made a motion if no update is received in 10 days,  
registration will be revoked. None opposed
- 9.23/20 Update received.
- 11.23/15 Update received.
- 2.24/6 Update received.
- 4.24/5 Update received.
- 5.24/1 Update received.
- 5.24/6 Update received. Ms. Murray abstained.
- 5.24/12 Update received.
- 5.24/23 Update received.
- 6.24/2 Update received

|         |                                                                                                              |
|---------|--------------------------------------------------------------------------------------------------------------|
| 6.24/8  | Update received. Ms. Riofrio and Ms. Wright abstained.                                                       |
| 6.24/28 | Update received.                                                                                             |
| 6.24/29 | Update received.                                                                                             |
| 6.24/30 | Update received.                                                                                             |
| 7.24/18 | Update received.                                                                                             |
| 7.24/21 | Ms. Cole made a motion if no update is received in 10 days, registration will be revoked. None opposed.      |
| 7.24/22 | Update received.                                                                                             |
| 7.24/23 | Update received.                                                                                             |
| 8.24/1  | Update received.                                                                                             |
| 8.24/10 | RLT Registration discontinued. Ms. Riofrio made a motion to require monthly updates if registered again.     |
| 8.24/13 | Update received.                                                                                             |
| 9.24/1  | Update received.                                                                                             |
| 9.24/10 | Update received.                                                                                             |
| 9.24/23 | RLT Registration discontinued. Ms. Wright made a motion to require monthly updates if registered again.      |
| 9.24/26 | Mr. Tuminello made a motion if no update is received in 10 days, registration will be revoked. None opposed. |
| 9.24/28 | Update received.                                                                                             |