

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

BOARD MEETING MINUTES: FEBRUARY 12, 2025

(Approved March 12, 2025)

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Daniela Riofrio at 8:45 a.m. on Wednesday, February 12, 2025 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Daniela Riofrio, Renee Cole, Rebecca Mandal-Blasio, Joseph Tuminello, III, Lloyd Boudloche, Jr., and Lindy West, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Courtney Wright was absent.

A motion was made by Dr. Mandal-Blasio to approve the agenda for the February 12, 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 8:46 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 10:06 a.m.

Ms. Riofrio closed Executive Session at 11:09 a.m.

Ms. Riofrio began the Open Meeting at 11:15 a.m.

Dr. Boudloche made a motion to approve the January 8, 2025 minutes. None opposed and the motion passed.

Committee Assignments:

The new committee assignments were discussed and are as follows:

Credentials Review Committee: Boe, Full Board

Complaints: Wright, Boe

Finance: Mandal-Blasio, Cole

Jurisprudence Examination: Tuminello, Boudloche

Legislative Oversight: West, Cole

Policies and Procedures: Mandal-Blasio, Tuminello

Continuing Education: Riofrio, Boudloche, West

Supervision Oversight: Mandal-Blasio, Cole, Wright, Riofrio

The following occurred regarding the credential file reviews:

Licensure Applicants 11.24/S, 12.24/J, 2.25/A, 2.25/E, 2.25/G, and 2.25/J were reviewed and approved for licensure.

Licensure Applicants 2.25/B, 2.25/H, 2.25/I, 2.25/K, 2.25/L, 2.25/O, 2.25/P, 2.25/Q and 2.25/R were reviewed and approved for licensure upon receipt of final required documents by mail and/or successful passage of Jurisprudence Exam.

SCaBA Applicants 2.25/C, 2.25/F, 2.25/M and 2.25/N were reviewed and approved for certification.

SCaBA Applicants 2.25/D was reviewed and approved for certification upon receipt of final required documents by mail and/or successful passage of Jurisprudence Exam.

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 still not received. Mr. Raines located another clinic where the individual works and asked if we would like to send the subpoena to this location and include a letter stating we have the authority to seek enforcement of the subpoena in court if the individual refuses to cooperate. Ms. Boe authorized Mr. Raines to send the subpoena and the letter to try to obtain the information needed to reach a decision on this applicant. The BACB is still reviewing information submitted by the board in reference to the supervision of this applicant.

A rapback was received on a RLT and reviewed along with information submitted by the RLT. Ms. West made a motion to immediately revoke the registration until these serious charges have been resolved and the board would review again at that time. None opposed and the motion passed.

Information was requested from a LBA who lapsed since 2019 about the requirements to reinstate her license. According to our rules after a period of two years, the license may be renewed at the approval of the board, if all applicable requirements have been met along with the payment of a fee equivalent to an application fee (\$400.00) and a renewal fee (\$200.00). The board discussed and the requirements are renewal form, payment of fees as described above, CE Reporting Log for last reporting period, and successful passage of the Jurisprudence Examination.

A LBA submitted several discontinuations late, some more than 6 months, all stating unable to contact. The individual was informed these forms state to be turned in within 10 calendar days. The LBA received email from board office requesting a plan to correct this lack of supervisor responsibility for the board to review at their February meeting. The plan was submitted and reviewed by the board with feedback provided.

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

Complaints Committee:

A self-report from a LBA was received about an incident involving an RLT. A consumer complaint was received after so the board will not be reviewing this report which has been referred to the Complaints Committee.

A self-report was received from a LBA about allowing an individual to provide services before being registered. Dr. Boudloche made a motion to open a board initiated complaint. None opposed and the motion passed.

Information received alleges that a LBA allowed an unregistered individual to provide services before being registered. Dr. Boudloche made a motion to open a board initiated complaint. None opposed and the motion passed.

A LBA with a Consent Agreement has asked the board to review and consider removing some of the personal information contained in the agreement, although she voluntarily signed. The board discussed and stated they would consider a less detailed agreement; however, that does not guarantee the information already online would not be able to be found. Ms. Boe will instruct Mr. Raines to proceed with the offer of another Consent Agreement with less personal information.

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

2023-023C	Informal offered
2024-033C	Informal being scheduled
2024-036B	Suspended/Consent Agreement
2025-038C	Notice Letter mailed
2025-039C	Notice Letter drafted
2025-040C	Notice Letter drafted
2025-041C	Notice Letter mailed
2025-042C	Notice Letter mailed
2025-043B	Notice Letter mailed
2025-044C	Notice Letter mailed
2025-045C	Notice Letter mailed
2025-046C	Notice Letter mailed
2025-047C	Committee reviewing

Finance Committee:

Dr. Mandal-Blasio made a motion to approve the LSBEP invoice for February if no apparent discrepancies noted. None opposed and the motion passed.

Financials for December were reviewed and discussed. Dr. Boudloche 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. The board reviewed the Balance Sheet, General Ledger, Monthly Profit and Loss and Profit & Loss Budget vs. Actual for January. Dr. Boudloche made a motion to approve the full financials for January with no apparent discrepancies noted. None opposed and the motion passed. The board was informed the coding that could fit two categories has been updated and changed to the category intended in the proposed budget. Board also noted budget will need to be amended by April or May to address discrepancies in the proposed budget. Dr. Mandal-Blasio also addressed the need for another ICS account to protect funds and authorized Ms. Boe to contact the bank representative to facilitate this request. None opposed and the motion passed.

The board also reviewed during Long Range Planning (below) the contracts and costs for the board sponsored CE Event on April 25, 2025. Dr. Mandal-Blasio made a motion to approve the contracts for the venue and the presenter also authorizing Ms. Boe to make any payments necessary. None opposed and the motion passed.

Jurisprudence Committee:

Ms. Boe presented a final draft of the update exam which includes questions from the new rules recently published. Board members were issued the questions to answer and discuss. Ms. Riofrio made a motion to approve the updated exam and begin using after the March 12, 2025 meeting. None opposed and the motion passed.

Legislative Oversight Committee:

Ms. Boe informed the board that a report is due to Governor Landry on Executive Order Number JML 25-008. Ms. Boe presented a draft for the board to review. After discussion, Dr. Mandal-Blasio made a motion to approve the report and send to the governor's office. None opposed and the motion passed.

Policies and Procedures Committee:

No new business

Continuing Education Committee:

No new business

Supervision Oversight Committee:

Ph. II of the supervision audits being conducted in accordance with Consent Agreements were reviewed. Two of the individuals passed the audit and will be notified. A third did not successfully respond to the audit. Ms. Cole made a motion to send a letter to the individual advising of a deadline of March 7, 2025 to produce the supervision documentation and to also offer to subpoena the records from the individual's former employee. None opposed and the motion passed.

Long Range Planning: The board reviewed the contracts for the venue and presenter for the CE Workshop being sponsored by the board on April 25, 2025. Licensees who responded to the survey that they would like to attend will be sent the registration form with a deadline to respond. After the deadline, the registration will be open to all other licensees until the 300 spots are filled. Ms. Cole will be the ACE provider and the board staff will handle registration and issuing certificates. The board will finalize details at the March meeting. All agreed the topic: PRACTICAL FUNCTIONAL ASSESSMENT AND SKILL-BASED TREATMENT: A COMPASSIONATE AND EFFECT APPROACH TO ADDRESSING SEVERE BEHAVIOR PRESENTED BY DR. ADITHYAN RAJARAMAN (7.5 CEU) is very relevant to today's challenges for LBAs and a way for the board to educate the licensees on strategies to improve services to residents of the state which is a mission of this board.

Discussion Items:

Ms. Boe informed the board that with the background checks now being done solely through IdentoGO, results are received before any applicants are approved. Therefore, there is no longer a six to twelve week wait for results and a need for revocation of individuals who falsified, only denials. Ms. Boe presented an updated application changing the consequence for falsifying an application. The previous application imposed a 3 month wait after a denial before an individual could reapply. The new application would reduce that wait to 45 days. The board reviewed and discussed. Dr. Mandal-Blasio made a motion to change the consequence for falsifying an application from a 3 month wait to 45 days. None opposed and the motion passed. Dr. Boudloche made a motion to begin using the new application as soon as possible and send an email blast to inform all licensees of this change. None opposed and the motion passed.

Elections Results: Election results for the 2 professional board member seats were emailed to all licensees. LaBAA, in accordance with our MOU, will send a letter to the governor advising of the top 4 individuals. The governor will have the final decision on the two new board members.

Executive Director's Report:

Ms. Boe informed the board she had been receiving requests from licensees for a letter stating the vetting process of background checks before issuing licenses, certifications and/or registrations. Ms. Boe presented the letter she is sending out for information purposes only.

Ms. Boe also informed the board she had received emails inquiring if our criminal background checks also included Abuse Registry check. Ms. Boe contacted LSP and received information that it does not cover an abuse registry check and that is handled separately through DCFS for a fee.

At last month's meeting, the board deferred to LSBEP to make any decisions regarding terminating the building lease for the offices both boards share. As of this time, there is no plan to terminate the lease. Ms. Boe will keep the board updated.

STATS – January 2025

LBA	11
SCABA	4
RLT	348
TRANSFERS	92
DISCONT.	250

Future board meetings are scheduled for March 12, 2025 and April 9, 2025.

Ms. Riofrio adjourned the meeting at 1:05 p.m.

(Adjourned early due to completion of all items and severe weather warnings)

CREDENTIAL FILE REVIEWS:

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

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| 2.25/1 | Ms. West made a motion to approve. None opposed. |
| 2.25/2 | Ms. West made a motion to approve if results match exactly when results received.
None opposed. |
| 2.25/3 | Ms. West made a motion to approve. None opposed. |
| 2.25/4 | Ms. Cole made a motion to approve. None opposed. |
| 2.25/5 | Ms. Cole made a motion to approve. None opposed. |
| 2.25/6 | Ms. Cole made a motion to approve. None opposed. |
| 2.25/7 | Ms. Cole made a motion to approve. None opposed. |
| 2.25/8 | Ms. Cole made a motion to approve. None opposed. |
| 2.25/9 | Ms. Cole made a motion to approve. None opposed. |
| 2.25/10 | Dr. Mandal-Blasio made a motion to approve. None opposed. |
| 2.25/11 | Dr. Mandal-Blasio made a motion to approve. None opposed. |
| 2.25/12 | Dr. Mandal-Blasio made a motion to approve. None opposed. |
| 2.25/13 | Dr. Mandal-Blasio made a motion to approve. None opposed. |
| 2.25/14 | Dr. Mandal-Blasio made a motion to approve. None opposed. |
| 2.25/15 | Dr. Mandal-Blasio made a motion to approve. None opposed. |
| 2.25/16 | Ms. Riofrio made a motion to approve. None opposed. |
| 2.25/17 | Ms. Riofrio made a motion to approve. None opposed. |
| 2.25/18 | Ms. Riofrio made a motion to deny. None opposed. |

2.25/19 Applicant no longer required board review.

2.25/20 Ms. Riofrio made a motion to approve but will require to provide monthly updates. None opposed.

2.25/21 Ms. Riofrio made a motion to approve. None opposed.

2.25/22 Ms. Riofrio made a motion to approve. None opposed.

2.25/23 Dr. Tuminello made a motion to approve. None opposed.

2.25/24 Dr. Tuminello made a motion to approve. None opposed.

2.25/25 Dr. Tuminello made a motion to approve. None opposed.

2.25/26 Dr. Tuminello made a motion to approve if results match exactly when results received. None opposed.

2.25/27 Ms. West made a motion to approve. None opposed. Dr. Mandal-Blasio abstained.

2.25/28 Dr. Tuminello made a motion to approve. None opposed.

2.25/29 Dr. Tuminello made a motion to approve. None opposed.

2.25/30 Dr. Tuminello made a motion to approve. None opposed.

2.25/31 Dr. Boudloche made a motion to request for additional information and if provided approve but will require to provide monthly updates. None opposed.

2.25/32 Ms. West made a motion to approve but will require to provide quarterly updates. None opposed. Ms. Cole abstained.

2.25/33 Dr. Boudloche made a motion to approve. None opposed.

2.25/34 Ms. West made a motion to approve. None opposed. Dr. Mandal-Blasio abstained.

2.25/35 Dr. Boudloche made a motion to approve. None opposed.

2.25/36 Dr. Boudloche made a motion to approve. None opposed.

2.25/37 Dr. Boudloche made a motion to approve. None opposed.

2.25/38 Dr. Boudloche made a motion to approve if results match exactly when results received. None opposed.

The following applications are to provide monthly updates for review.

10.21/7 Update received.

10.23/F Update received.

7.24/22 Update received.

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	Ms. Cole made a motion if no update is received in 10 days, registration will be revoked. None opposed.
5.24/12	RLT Registration discontinued. Dr. Mandal-Blasio made a motion to require monthly updates if registered again.
5.24/23	Update received.
6.24/2	Ms. West made a motion to close case. None opposed. Dr. Boudloche abstained.
6.24/8	Update received. Ms. Riofrio abstained.
6.24/28	RLT Registration discontinued. Ms. Cole made a motion to require monthly updates if registered again.
6.24/30	Update received.
7.24/18	Update received.
8.24/1	Ms. Riofrio made a motion if no update is received in 10 days, registration will be revoked. None opposed.
8.24/13	Dr. Mandal-Blasio made a motion to close case. None opposed. Dr. Boudloche abstained.
9.24/1	Update received.
9.24/10	Update received.
9.24/26	Update received.
10.24/6	RLT Registration discontinued. Dr. Boudloche made a motion to require monthly updates if registered again.
10.24/21	Update received.
10.24/26	Update received.
10.24/34	RLT Registration discontinued. Dr. Tuminello made a motion to require monthly updates if registered again.

10.24/35	Update received.
10.24/36	RLT Registration discontinued. Ms. Riofrio made a motion to require monthly updates if registered again.
11.24/4	Update received.
11.24/7	RLT Registration discontinued. Dr. Mandal-Blasio made a motion to require monthly updates if registered again.
11.24/9	Ms. Cole made a motion to close case. None opposed.
11.24/19	Update received.
11.24/20	RLT Registration discontinued. Ms. West made a motion to require monthly updates if registered again.
12.24/13	Update received.
12.24/20	Update received.
12.24/21	Update received.
1.25/1	Update received. Dr. Mandal-Blasio abstained.
1.25/3	Update received.
1.25/5	Update received.
1.25/6	Update received.
1.25/8	Update received.
1.25/14	Update received. Ms. Cole abstained.
1.25/21	Update received.