

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

BOARD MEETING MINUTES: MARCH 12, 2025
(Approved April 9, 2025)

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Daniela Riofrio at 8:54 a.m. on Wednesday, March 12, 2025 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Daniela Riofrio, Courtney Wright, Lloyd Boudloche, Jr., and Lindy West, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Rebecca Mandal-Blasio arrived at 9:03 a.m. Joseph Tuminello, III was absent.

Note: Renee Cole arrived at 9:28 a.m. during executive session to review files and left the meeting at 10:00 a.m. Ms. Cole returned at 12:30 p.m. to vote on items that required a quorum due to members abstaining and left the meeting at 12:45 p.m.

A motion was made by Ms. Wright to approve the agenda for the March 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 8:57 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 11:10 a.m.

Ms. Riofrio closed Executive Session at 12:22 p.m.

Ms. Riofrio began the Open Meeting at 12:23 p.m.

Dr. Boudloche made a motion to approve the February 12, 2025 minutes. None opposed and the motion passed.

The following occurred regarding the credential file reviews:

Licensure Applicants 3.25A, 3.25/B, 3.25/C, 3.25/F, and 3.25/I were reviewed and approved for licensure.

Licensure Applicants 3.25/D, 3.25/E, 3.25.G and 3.25/H were reviewed and approved for licensure upon receipt of final required documents by mail and/or successful passage of Jurisprudence Exam. Ms. Riofrio and Ms. Wright abstained on 3.25/E.

SCaBA Applicants 3.25/K, 3.25/L, 3.25/M and 3.25/O were reviewed and approved for certification.

SCaBA Applicants 3.25/E, 3.25/J and 3.25/N were reviewed and approved for certification upon receipt of final required documents by mail and/or successful passage of Jurisprudence Exam. Ms. Riofrio and Ms. Wright abstained on 3.25/E.

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The board held a hearing on September 18, 2024 on a Motion to Withhold or Deny Licensure on an applicant. No decision was made at that hearing as the board requested additional information. Our board requested an audit of his credentials through that National Certifying Agency. They conducted a review and withdrew his qualifications and noticed him on alleged violations, which included:

1.01 Being Truthful

Behavior analysts are truthful and arrange the professional environment to promote truthful behavior in others. They do not create professional situations that result in others engaging in behavior that is fraudulent or illegal or that violates the Code. They also provide truthful and accurate information to all required entities (e.g., BACB, licensure boards, funders) and individuals (e.g., clients, stakeholders, supervisees, trainees), and they correct instances of untruthful or inaccurate submissions as soon as they become aware of them.

Our hearing on the Motion to Withhold or Deny Licensure listed use of repeated untruthful, deceptive, or improbable statements concerning the licensee's qualifications or the effects or results of proposed treatment, including functioning outside of one's professional competence established by education, training, and experience as a reason for denial

Based on this information, Ms. Riofrio requested a Call to Question on a motion to deny licensure of applicant of Dane Warner. The results of the votes were as follows:

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

Ms. West made a motion to submit the information available on Mr. Warner and his out-of-state supervisor who is not licensed to practice in Louisiana to the Attorney General's office for review. None opposed and the motion passed.

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A rap back was received on a RLT (DJ) and reviewed along with information submitted by the RLT. Ms. West made a motion to allow the registration to continue uninterrupted while providing monthly updates. None opposed and the motion passed.

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A rap back was received on a RLT (JJ) and reviewed along with information submitted by the RLT. Ms. Riofrio made a motion to allow the registration to continue uninterrupted while providing monthly updates, said updates to include court dates. None opposed and the motion passed.

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A discontinuation was received on a RLT (ZA) with a request to flag this individual from registering as a line technician in the future. The RLT refused to leave the property and police had to be called. Ms. Riofrio made a motion to flag the file of ZA for board review should a new application for registration be received. None opposed and the motion passed. Dr. Mandal-Blasio abstained.

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

Complaints Committee:

An individual did not comply with the terms of their Consent Agreement and Order. The board discussed notifying the individual of non-compliance with a consent agreement and providing as deadline to respond.

Ms. Riofrio requested a Call to Question on a motion to send a letter of non-compliance with a Consent Agreement and Order. The results of the votes were as follows:

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

The board also requested a subpoena requesting the names of the LBAs who worked there for the past 2 years be sent to the former clinic where this individual provided services so audits could be conducted of their supervision records.

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Last month the board was asked to review and consider removing some of the personal information contained in a Consent Agreement. A motion was made and the board agreed to an updated Consent Agreement and Order. The respondent signed the document, had it notarized and submitted to the board for approval.

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

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

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The board was notified of a complaint received which was properly investigated by both LBAB and Baton Rouge Police Department. The Complaint Committee recommended closing 2024-0048C with no action against the licensee. 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, Dr. Mandal-Blasio – yay and Ms. Riofrio – yay. The motion passed.

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

2023-023C	DISCUSSIONS ONGOING
2024-33C	INFORMAL SCHEDULED NEXT WEEK
2025-036B	SUSPENDED/REVISED CONSENT AGREEMENT
2025-038C	REPLIED/INVESTIGATION ONGOING
2025-039C	REPLIED/INVESTIGATION ONGOING
2025-040C	REPLIED/INVESTIGATION ONGOING
2025-041C	REPLIED/INVESTIGATION ONGOING
2025-042C	REPLIED/INVESTIGATION ONGOING
2025-043B	NOTICE LETTER MAILED/WAITING ON RESPONSE
2025-044C	REPLIED/INVESTIGATION ONGOING
2025-045C	REPLIED/INVESTIGATION ONGOING
2025-046C	REPLIED/INVESTIGATION ONGOING
2025-047C	NOTICE LETTER MAILED/WAITING ON RESPONSE
2025-048C	REVIEW RECOMMENDATION TO CLOSE
2025-049B	NOTICE LETTER MAILED/WAITING ON RESPONSE
2025-050B	NOTICE LETTER MAILED/WAITING ON RESPONSE
2025-51B	REPLIED/INVESTIGATION ONGOING
2025-052C	REVIEWING ALLEGED VIOLATIONS

Finance Committee:

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

Dr. Boudloche made a motion for the board to cover the costs of background checks through IdentoGO for the office staff's 3 employees. None opposed and the motion passed.

Financials for January were reviewed and discussed. Ms. West made a motion to approve the checking reconciliation, Dr. Boudloche 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 reviewed projected incomes/expenses to address discrepancies in the proposed budget. Ms. Boe will prepare a draft amended budget for Fiscal Year 2024/25 for review at next month's meeting.

The board also reviewed during Long Range Planning (below) the contract for Media/Technology for the sponsored Conference Event on April 25, 2025. Dr. Boudloche made a motion to approve the contract and authorize Ms. Boe to make any payments necessary. None opposed and the motion passed. The hotel bookings code was sent out and the board needs to meet 80% of the room block or be responsible for the difference. Should the fees for any rooms need to be covered by the board, these will be utilized by staff and/or board members. Although rooms are not required, if the board must cover the expenses for these rooms, these should be utilized. This being the first event sponsored by the board there is no way to determine attendance numbers accurately. The room blocks were 20 for Thursday night and 10 for Friday night.

Jurisprudence Committee:

Mr. Tuminello is working on the changes to the Jurisprudence Exam and the anticipated implementation date of March 12, 2025 will be delayed until after next month's meeting.

Legislative Oversight Committee:

Ms. Boe provided the board with copies of the ADA Web Accessibility Roadmap which was promulgated February 10, 2025. This roadmap provides deadlines beginning March 31, 2025 through April 24, 2026 for agencies to update their web properties to be in compliance with WCAG standards. After reviewing and discussing, the board requested Ms. Boe request quotes from our web providers to update our sites to be in compliance with the WCAG standards.

Ms. Boe named Ms. Babin as Human Resources Director. Ms. Babin is responsible for ensuring mandatory training requirements are met and all employees, at time of employment and every five years thereafter, complete a voluntary self-identification of disability form. The form shall have no reference or identification of actual impairment, disability, or medical condition. Ms. Babin's draft form was presented to the board for review. The one question of whether the employee has a disability (impairment, disability, or medical condition)? has two choices...yes or no. The board stated since this is a Voluntary Self-Identification "Prefer Not to Answer" should be added. Dr. Boudloche made a motion to begin using the Voluntary Self-Identification of Disability form with the addition of a choice of "Prefer Not to Answer". None opposed and the motion passed.

Ms. Boe asked the board to review Chapter 3 §301 A.1 which states:

1. An application for a license as a behavior analyst, state certified assistant behavior analyst or registration as a line technician may be submitted after the requirements in R.S. 37:3706-37:3708 are met.

These statutes include complete of a criminal background check. A background check cannot be done prior to the submission of an application. This has been communicated to applicants; however, Ms. Boe asked the board to review and decide if the rule should be repromulgated to read as follows:

1. An application for a license as a behavior analyst, state certified assistant behavior analyst or registration as a line technician must be submitted prior to meeting the requirements in R.S. 37:3706 A. (4), 37:3707 A. (4) and 3708 B.

After discussion, Ms. Wright made a motion to re-promulgate Chapter 3 §301 A.1 as stated above. None opposed and the motion passed.

Policies and Procedures Committee:

No new business

Continuing Education Committee:

No new business

Supervision Oversight Committee:

Three LBA's were selected for supervision audits. The audit notices will be mailed in the next few weeks.

Long Range Planning: As stated in finance committee, the board reviewed and approved the contract for Media/Technology for the board sponsored Conference Event on April 25, 2025. Ms. Cole will be the ACE provider. The board discussed the platform that would be used to have the CE certificates issued automatically after the conference and completion of a survey. The board also discussed the schedule for the day which will be finalized at next month's meeting.

An inquiry was made as to why the board was sponsoring this event. The board has had this item on the agenda since August of 2024 and anyone is welcome to attend the open (public) meeting portions and offer their comments. However, no one has come to any of the meetings. The details that were discussed at these meetings include the following:

The mission of the Louisiana Behavior Analyst Board is to protect the public from unauthorized, unqualified, and improper or unethical services by ensuring applied behavior analysis services received by the citizens of Louisiana meet or exceed the established published standards. The board has noted representatives and senators, when speaking on complaints, etc. against professionals asking boards what they are doing to inform, educate the professionals, etc. The view of boards appears to be that they are only interested in imposing disciplinary action. LBAB reviewed their website and has important information for licensees easily accessible regarding laws, rules, and ethical standards. FAQs for licensure/certification/registration and all other forms have been created and added to the website. LBAB has noted disciplinary actions and revocations of RLTs (which are not publicly available due to the fact RLTs hold no property rights and are not entitled to due process) often involve cases where clients have severe behavior issues. Additionally, the LBAB office receives phone calls from parents/guardians seeking ABA providers who will take a client with severe behavior issues. Due to this being an issue important to the citizens of Louisiana, the board is sponsoring and offering, free of charge, this conference presentation in the hopes that this will assist in ensuring applied behavior analysis services received by the citizens of Louisiana, including those with severe behavior issues, meet or exceed the established published standards. An added incentive is that this presentation will earn continuing education units towards a licensee's renewal. The desired outcome the board hopes to achieve with this presentation is equipping providers of applied behavior analysis services with tools to address severe behavior issues to our state's children with a compassionate and effective approach.

Discussion Items:

Renewals – the board reviewed the procedure used last year. Staff stated this process resulted in the most effective and timely completion of renewals in the board’s history. Dr. Mandal-Blasio made a motion to use the same process for the upcoming renewals. None opposed and the motion passed.

Executive Director’s Report:

An email was received requesting clarity of the requirements for SCaBAs, particularly Chapter 5, Subchapter A. 505 G. “Conduct at least one on-site observation per client per month.” The question was does this pertain to SCaBA or LBA. The board directed Ms. Boe to send the following reply:

The section you are referring to is Supervision Requirements for SCaBAs. 505 G is Supervisor (LBA) Responsibilities. The LBA would conduct one on-site observation of the SCaBA, providing services, per client, per month. SCaBAs do not have clients so this is every client of the LBA to whom the SCaBA provides services.

STATS – February 2025

LBA	12
SCABA	5
RLT	368
TRANSFERS	206
DISCONT.	176

The next board meeting is scheduled for April 9, 2025.

Ms. Riofrio adjourned the meeting at 2:12 p.m.

CREDENTIAL FILE REVIEWS:

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

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| 3.25/1 | Dr. Boudloche made a motion to approve. None opposed. |
| 3.25/2 | Dr. Boudloche made a motion to approve. None opposed. |
| 3.25/3 | Dr. Boudloche made a motion to approve. None opposed. |
| 3.25/4 | Dr. Boudloche made a motion to approve. None opposed. |
| 3.25/5 | Dr. Boudloche made a motion to approve. None opposed. |
| 3.25/6 | Applicant no longer required board review. |
| 3.25/7 | Ms. Wright made a motion to approve. None opposed. |
| 3.25/8 | Ms. Wright made a motion to approve but will require to provide monthly updates. None opposed. |

- 3.25/9 Ms. Wright made a motion to approve but will require to provide quarterly updates. None opposed.
- 3.25/10 Ms. Wright made a motion to approve. None opposed.
- 3.25/11 Ms. Wright made a motion to approve. None opposed.
- 3.25/12 Dr. Mandal-Blasio made a motion to request for additional information and if provided approve. None opposed.
- 3.25/13 Dr. Mandal-Blasio made a motion to approve. None opposed.
- 3.25/14 Dr. Mandal-Blasio made a motion to approve but will require to provide quarterly updates. None opposed.
- 3.25/15 Dr. Mandal-Blasio made a motion to approve. None opposed.
- 3.25/16 Ms. Riofrio made a motion to approve. None opposed.
- 3.25/17 Ms. Riofrio made a motion to approve. None opposed.
- 3.25/18 Ms. Riofrio made a motion to deny. None opposed.
- 3.25/19 Applicant no longer required board review.
- 3.25/20 Ms. Riofrio made a motion to approve but will require to provide quarterly updates. None opposed.
- 3.25/21 Ms. West made a motion to approve. None opposed.
- 3.25/22 Ms. West made a motion to approve. None opposed.
- 3.25/23 Applicant no longer required board review.
- 3.25/24 Ms. West made a motion to approve. None opposed.
- 3.25/25 Ms. West 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.
- 7.24/22 Update received.

6.23/7	Update received.
9.23/20	Ms. West made a motion to close case. None opposed.
11.23/15	Update received.
2.24/6	Update received.
5.24/1	Update received.
5.24/6	Update received.
5.24/23	Update received.
6.24/8	Dr. Mandal-Blasio made a motion to close case. None opposed. Ms. Riofrio and Ms. Wright abstained.
6.24/30	Update received.
7.24/18	Ms. Wright made a motion to close case. None opposed.
8.24/1	Update received.
9.24/1	Update received.
9.24/10	RLT Registration discontinued. Dr. Boudloche made a motion to require quarterly updates if registered again.
9.24/26	Update received.
10.24/21	Update received.
10.24/26	Update received.
10.24/35	RLT Registration discontinued. Ms. West made a motion to require quarterly updates if registered again.
11.24/4	Update received.
11.24/19	Update received.
12.24/13	Update received.
12.24/20	Update received.
12.24/21	Update received.

- 1.25/1 RLT Registration discontinued. Ms. Wright made a motion to require board review if reapplies again. Dr. Mandal-Blasio abstained.
- 1.25/3 Update received.
- 1.25/5 Update received.
- 1.25/6 Update received.
- 1.25/8 RLT Registration discontinued. Ms. Riofrio made a motion to require quarterly updates if registered again.
- 1.25/14 Update received.
- 1.25/21 Update received.
- 2.25/31 RLT Registration discontinued. Dr. Mandal-Blasio made a motion to require quarterly updates if registered again.
- 2.25/32 Update received.