

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

BOARD MEETING MINUTES: May 14, 2024
(Approved July 23, 2024)

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order once a quorum was met by Board Vice-Chair, Daniela Riofrio, at 8:53 a.m. on Tuesday, May 14, 2024 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Daniela Riofrio, Angela Murray, Rebecca Mandal-Blasio and Renee Cole, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Board members Alfred Tuminello, Jr. arrived at 9:03 a.m. and Courtney Wright arrived at 9:46 a.m. Board Chair Joseph Tuminello, III was absent, due to flat tire on the way to meeting.

A motion was made by Ms. Riofrio to approve the agenda for the May 14, 2024 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Ms. Riofrio moved to enter Executive Session at 9:05 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 11:00 a.m.

Ms. Riofrio closed Executive Session at 12:25 p.m.

Ms. Riofrio began the Open Meeting at 12:26 p.m.

Dr. Mandal-Blasio made a motion to approve the April 20, 2024 minutes. None opposed and the motion passed.

The following occurred regarding the credential file reviews:

Licensure Applicants 4.24/L, 5.24/B, 5.24/C, 5.24/E, 5.24 F, 5.24/G, 5.24/H, 5.24/K AND 5.24/L were reviewed and approved for licensure.

Licensure Applicants 5.24/H deferred licensure to July 1, 2024.

SCaBA Applicants 5.24/A, 5.24/D, 5.24/I, 5.24/J, 5.24/M and 5.24/N were reviewed and approved for licensure.

SCaBA Applicants 5.24/M and 5.24/N deferred licensure to July 1, 2024.

Ms. Murray abstained from the vote on 5.24/C.

Ms. Cole abstained from the vote on 5.24/I.

Dr. Mandal-Blasio left the meeting at 12:45 p.m.

The board reviewed a revocation of a RLT for failure to respond to board requests. The board voted to reverse the revocation. If the RLT fails to provide the required monthly update, the individual will again be revoked.

An RLT revoked for falsifying their application wrote and asked the board to review again. The board was presented no evidence to support that the RLT did not falsify the application and the 3-month revocation stands.

The board reviewed a request to flag a RLT individual should they submit another RLT application in the future due to ethical concerns reported by their LBA. The board requested additional information from the LBA.

The board reviewed a request to flag a RLT individual should they submit another RLT application in the future due to ethical concerns reported by their LBA. The board decision was to not flag this individual.

The board reviewed a rap back received yesterday on a RLT. The board asked that the individual be allowed 10 days to respond and agree to provide monthly updates to the board until the case is closed. Failure to respond and agree will result in an immediate revocation.

The board reviewed email exchanges which may indicate an RLT was working prior to registration. After reviewing, this could not be determined, and no complaint will be opened in this matter.

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

Complaints Committee:

The board reviewed the April supervision report submitted in reference to a Consent Agreement. The board approved the report but reserved the right to request additional documentation in the future.

The board reviewed and discussed a Consent Agreement and Order in reference to Complaint No. 2024-31B. Ms. Riofrio requested a Call to Question on a motion to accept the Consent Agreement and Order. The results of the votes were as follows:

Ms. Wright – yay, Ms. Cole – yay, Ms. Murray – yay, Mr. Tuminello – yay, and Ms. Riofrio – yay and the motion passed.

The board reviewed and discussed a Complaints Committee Recommendation to send a Letter of Education in reference to Complaint No. 2023-022C and close the file. Ms. Riofrio requested a Call to Question on a motion to send a Letter of Education and close this file. The results of the votes were as follows:

Ms. Wright – yay, Ms. Cole – yay, Ms. Murray – yay, Mr. Tuminello – yay, and Ms. Riofrio – yay and the motion passed.

Ms. Boe gave the following update on behalf of the Complaints Coordinator.

2023-021C	Informal meeting delayed
2023-022C	See above
2023-023C	Informal meeting being offered/Investigation ongoing
2024-025B	Informal meeting held/Investigation ongoing
2024-26B	Informal meeting held/Investigation ongoing
2024-27B	Informal meeting held/Investigation ongoing

2024-28C	Investigation ongoing/Reviewing information received
2024-29C	Investigation ongoing/Reviewing information received
2024-30C	Informal being offered/Investigation ongoing
2024-31B	See above
2024-32B	Reply received/Consent being offered
2024-33C	Notice letter mailed
2024-34C	Notice letter mailed

Finance Committee:

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

Financials for March were reviewed and discussed. Ms. Cole made a motion to approve the checking reconciliation, Ms. Riofrio made a motion to approve the savings reconciliation and Ms. Wright 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 March. The board noted the Amended Budget numbers were not reflected. Ms. Boe explained the Amended Budget numbers would be reflected in the April financials. The board also questioned a Sales of Product category. Ms. Boe would obtain more information on that for next month's meeting. Mr. Tuminello made a motion to approve the full financials for March. None opposed and the motion passed.

Ms. Boe has been the only full-time employee of the board until approximately 2 years ago. She has been allowed to carry over her numerous compensatory hours earned due to being the only employee for years. The board reviewed General Circular 2024-012 received from Civil Service in reference to a limit on how many hours could be carried over with the remaining hours being canceled if not paid by September 30, 2024. Mr. Tuminello made a motion that we have a legal review conducted to determine if the board could pay Ms. Boe her earned compensatory time and the procedure to do so. None opposed and the motion passed.

Jurisprudence Committee:

No new business.

Legislative Oversight Committee:

The board reviewed HR 207 and SB 28. Ms. Boe would monitor these bills progress.

No meeting has been scheduled by OLRC for final approval of rules.

Policies and Procedures Committee:

No new business.

Continuing Education Committee:

The board reviewed CEU Reporting logs submitted with renewals.

Supervision Oversight Committee:

No new business

Long Range Planning:

No new business.

Discussion Items:

Ms. Boe reported the renewals were being received slowly but the new procedure does seem to be more efficient.

Ms. Boe reminded all board members to file their Tier 2.1 by May 15, 2024.

Executive Director's Report:

Ms. Boe reported the following statistics for the month of April:

291 Line Technicians Registered
12 Behavior Analysts Licensed
0 State Certified Assistant Behavior Analysts Certified
70 Transfers
178 Discontinuations

The board reviewed the emails from LSP regarding IdentoGO. The Right to Review still has some issues and as soon as this tests successfully, we will be informed.

Ms. Riofrio adjourned the meeting at 1:31 p.m.

CREDENTIAL FILE REVIEWS:

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

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| 5.24/1 | Ms. Cole made a motion to approve registration but will require monthly updates. None opposed. |
| 5.24/2 | Ms. Cole made a motion to approve. None opposed. |
| 5.24/3 | Dr. Mandal-Blasio made a motion to approve. None opposed. Mr. Tuminello abstained. |
| 5.24/4 | Ms. Murray made a motion to request additional information and if provided, approve. None opposed. |
| 5.24/5 | Dr. Mandal-Blasio made a motion to approve. None opposed. Mr. Tuminello abstained. |
| 5.24/6 | Dr. Mandal-Blasio made a motion to approve registration but will require monthly updates. None opposed. Ms. Murray abstained. |
| 5.24/7 | Applicant no longer required board review. |
| 5.24/8 | Dr. Mandal-Blasio made a motion to approve. None opposed. Mr. Tuminello abstained. |
| 5.24/9 | Ms. Murray made a motion to approve. None opposed. |

- 5.24/10 Dr. Mandal-Blasio made a motion to approve. None opposed. Ms. Murray abstained.
- 5.24/11 Ms. Murray made a motion to approve. None opposed.
- 5.24/12 Ms. Murray made a motion to approve registration but will require monthly updates. None opposed. Mr. Tuminello abstained.
- 5.24/13 Ms. Cole made a motion to deny. None opposed.
- 5.24/14 Ms. Murray made a motion to approve. None opposed.
- 5.24/15 Applicant no longer required board review.
- 5.24/16 Ms. Cole made a motion to approve. None opposed. Mr. Tuminello abstained.
- 5.24/17 Ms. Riofrio made a motion to approve. None opposed.
- 5.24/18 Ms. Wright made a motion to approve. None opposed.
- 5.24/19 Ms. Cole made a motion to approve. None opposed. Mr. Tuminello abstained.
- 5.24/20 Ms. Wright made a motion to approve. None opposed.
- 5.24/21 Ms. Riofrio made a motion to approve. None opposed.
- 5.24/22 Mr. Tuminello made a motion to approve. None opposed.
- 5.24/23 Mr. Tuminello made a motion for RLT to continue registration without interruption but will require monthly updates. None opposed.
- 5.24/24 Mr. Tuminello made a motion to approve. None opposed.

The following applicants required a 2nd Review:

- 4.24/7 Mr. Tuminello 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.
- 3.22/C Update received.
- 10.23/F Update received.
- 4.22/8 Update received.

10.22/7	Ms. Riofrio made a motion if no update is received in 10 days, registration will be revoked. None opposed. Mr. Tuminello abstained.
4.23/4	Update received.
6.23/7	Update received.
9.23/20	Update received.
10.23/7	Dr. Mandal-Blasio made a motion if no update is received in 10 days, registration will be revoked. None opposed.
11.23/15	Update received. Dr. Mandal-Blasio abstained.
1.24/8	Ms. Wright made a motion if no update is received in 10 days, registration will be revoked. None opposed.
2.24/12	Ms. Murray made a motion if no update is received in 10 days, registration will be revoked. None opposed.
3.24/2	Update received.