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

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

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Joseph Tuminello, III, at 8:40 a.m. on Tuesday, June 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, and Courtney Wright, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Board member Rebecca Mandal-Blasio arrived at 10:25 a.m. Board Member Alfred Tuminello, Jr. was absent.

A motion was made by Ms. Riofrio to approve the agenda for the July 23, 2024 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Dr. Tuminello moved to enter Executive Session at 8:43 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 10:30 a.m. (Ms. Babin returned from 11:30 a.m. – 12:30 p.m.)

The board began an in-person review on Complaint No. 2020-001B at 10:30 a.m. to determine if all requirements had been fulfilled and to discuss reinstatement of the suspended license. More information can be found under Complaints Committee in these minutes. The in-person review ended at 11:30 a.m.

Dr. Mandal-Blasio recused herself from the above review held in Executive Session at 10:30 a.m. and did not return to the board room until 11:30 a.m.

Dr. Tuminello closed Executive Session at 2:06 p.m.

Dr. Tuminello began the Open Meeting at 2:06 p.m.

Ms. Wright made a motion to approve May 14, 2024 minutes. None opposed and the motion passed.

Ms. Cole made a motion to approve June 11, 2024 minutes. None opposed and the motion passed.

The following occurred regarding the credential file reviews:

Licensure Applicants 7.24/A, 7.24/B, 7.24/C, 7.24/D, 7.24/E, 7.24/F, 7.24/I, 7.24/N, 7.24/O, 7.24/P and 7.24/U were reviewed and approved for licensure.
Dr. Mandal-Blasio abstained from the vote on 7.24/U

Licensure Applicants 7.24/G and 7.24/Q were approved for licensure upon receipt of final required documents by mail.

SCaBA Applicants 5.24/N, 7.24/J, 7.24/K, 7.24/M, 7.24/S and 7.24/T were reviewed and approved for certification.

SCaBA Applicants 7.24/L and 7.24/R were approved for certification upon receipt of final required documents by mail.

The board is reviewing requests to flag discontinued RLTs should they reapply in the future due to ethical concerns. It should be noted that sometimes ethical concerns have to do with company/clinic policies and procedures over which the board does not have authority.

The board previously reviewed a request to flag three (3) RLTs should they submit another RLT application in the future due to ethical concerns reported by their LBA. The board today reviewed additional information received. Each RLT was voted on separately.
Ms. Murray made a motion to not flag for review L.A. should the individual reapply. None opposed and the motion passed.
Ms. Wright made a motion to not flag for review D.D. should the individual reapply. None opposed and the motion passed.
Ms. Riofrio made a motion to not flag for review J.C. should the individual reapply. None opposed and the motion passed.

The board previously reviewed a request to flag a RLT should they submit another RLT application in the future due to ethical concerns reported by their LBA. Ms. Wright made a motion to not flag for review M.G. should the individual reapply. None opposed and the motion passed.

The board previously reviewed a request to flag a RLT should they submit another RLT application in the future due to ethical concerns reported by their LBA. Ms. Riofrio made a motion to not flag for review L.J. should the individual reapply. None opposed and the motion passed.

The board previously reviewed a request to flag a RLT should they submit another RLT application in the future due to ethical concerns reported by their LBA. Ms. Wright made a motion to flag for review J.S. should the individual reapply. None opposed and the motion passed.

The board reviewed rap backs received on three (3) RLTs. The RLTs responded to requests for additional information. After reviewing, the board voted to allow the registration to continue uninterrupted with the RLTs required to submit monthly updates to the board until the matter is resolved.

The board reviewed an application from a RLT previously revoked for falsifying her application. Ms. Murray made a motion to approve the application. None opposed and the motion passed.

The board reviewed an application for a RLT previously flagged with ethical concerns. After reviewing and discussing statements received, Ms. Murray made a motion to approve the applicant. None opposed and the motion passed.

The board reviewed the appearance of an individual working before being registered. The correspondence sent from this board to the LBA was reviewed. The board felt the correspondence communicated the importance of registering line technicians before allowing them to provide services and would take no action at this time.

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

Complaints Committee:

A review of Complaint No. 2020-001B was held with the suspended licensee present in person. Supporting documents were reviewed showing compliance with all terms of the Consent Agreement being met to seek reinstatement of a suspended license. During this review, there was in-depth discussion and questioning by the board to ascertain readiness to begin independently practicing again.

Dr. Tuminello requested a Call to Question on a motion to reinstate the license suspended in Complaint No. 2020-001B due to all requirements having been satisfactorily met, with the exception of the final payment due in October still being required, and upon the receipt of all documents and fees required to reinstate the license. The results of the vote were as follows:
Ms. Wright – yay, Ms. Cole – yay, Ms. Murray – yay, Ms. Riofrio – yay and Dr. Tuminello – yay and the motion passed. Dr. Mandal-Blasio abstained.

The board reviewed and discussed a Consent Agreement and Order in reference to Complaint No. 2025-036B.

Dr. Tuminello requested a Call to Question on a motion to approve the Consent Agreement and Order. The results of the votes were as follows:
Ms. Wright – yay, Ms. Cole – yay, Ms. Murray – yay, Ms. Riofrio – yay, Dr. Mandal-Blasio – yay, and Dr. Tuminello – yay and the motion passed.

Ms. Riofrio made a motion to table the Complaints Update to next month's meeting. None opposed and the motion passed.

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

Financials for June 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. The board reviewed the Balance Sheet, General Ledger, Monthly Profit and Loss and Profit & Loss Budget vs. Actual for April. Ms. Boe informed the board 1 invoice for LSBEP and 2 for Breazeale, Sachse & Wilson were not paid until July, due to oversight. Ms. Boe will make an inquiry to the board's accountants if these could be moved to current liabilities for the 2023/24 fiscal year. Ms. Wright made a motion to approve the full financials for June, with the option to have those payments moved to current liabilities. None opposed and the motion passed.

Ms. Boe informed the board that there is a need to make the temporary full-time position created in March a permanent position. The board no longer employs student workers and the number of applications being received each month justifies another full-time position. This would be the board's first classified position. Ms. Wright made a motion to create a full-time Administrative Assistant position, with a starting salary of $17.00 per hour/$35,360.00 annually and to proceed through Civil Service with the hiring process. None opposed and the motion passed.

Jurisprudence Committee:
No new business.

Legislative Oversight Committee:
The OLRC meeting for review of the Final Rules will be held July 31, 2024. Ms. Boe will attend and represent the board. Ms. Murray received a letter for the appointment of a designee for our board to sit

on a committee established in HCR 114. Ms. Murray volunteered to serve on the committee. Dr. Tuminello appointed Ms. Murray to represent the board at these meetings.

Policies and Procedures Committee:
No new business.

Continuing Education Committee:
The board reviewed CEU Reporting logs submitted with renewals and those with questions.

Supervision Oversight Committee:
No new business

Long Range Planning:
No new business.

Discussion Items:
Emails and certified letters were sent to lapsed LBAs. There are still some late renewals being received which will be brought to the board for review at next month's meeting.

Executive Director's Report:
Ms. Boe did not have statistics for the month of June due to renewals.

IdentoGO fingerprinting now has the Right to Review available. The board reviewed the notices that LBAB would be sending to all LBAs to begin using IdentoGO, including an updated Registered Line Technician Application. LSP will allow approximately 30 days for any fingerprint cards already obtained, mail delays, etc. before 100% implementing all background checks must be processed through IdentoGO. All will be encouraged to begin using immediately to familiarize themselves with the process.

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.

The next board meeting is scheduled for August 14, 2024.

Ms. Riofrio adjourned the meeting at 3:20 p.m.

CREDENTIAL FILE REVIEWS:

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

7.24/1 Dr. Mandal-Blasio made a motion to request additional information and will review at the next board meeting. None opposed.

7.24/2 Dr. Mandal-Blasio made a motion to request additional information and will review at the next board meeting. None opposed.

7.24/3 Dr. Mandal-Blasio made a motion to approve. None opposed.

7.24/4 Dr. Mandal-Blasio made a motion to approve. None opposed.

7.24/5 Dr. Mandal-Blasio made a motion to approve. None opposed.

7.24/6 Dr. Mandal-Blasio made a motion to approve. None opposed.

7.24/7 Ms. Murray made a motion to approve. None opposed.

7.24/8 Ms. Murray made a motion to approve. None opposed.

7.24/9 Dr. Mandal-Blasio made a motion to approve. None opposed. Ms. Cole abstained.

7.24/10 Dr. Mandal-Blasio made a motion to approve. None opposed.

7.24/11 Ms. Cole made a motion to approve. None opposed. Dr. Mandal-Blasio abstained.

7.24/12 Dr. Mandal-Blasio made a motion to approve. None opposed.

7.24/13 Applicant no longer required board review.

7.24/14 Dr. Mandal-Blasio made a motion to approve. None opposed.

7.24/15 Dr. Mandal-Blasio made a motion to approve. None opposed.

7.24/16 Ms. Cole made a motion to approve. None opposed.

7.24/17 Dr. Mandal-Blasio made a motion to approve. None opposed.

7.24/18 Dr. Mandal-Blasio made a motion to approve but will require monthly updates. None opposed.

7.24/19 Ms. Riofrio made a motion to approve. None opposed.

7.24/20 Ms. Riofrio made a motion to approve. None opposed.

The following applicants required a 2nd Review:

6.24/4 Dr. Tuminello made a motion to allow the applicant to respond to the board's request in 10 days, if not registration will be denied. None opposed.

6.24/9 Ms. Wright made a motion to request additional information and will review at the next board meeting. None opposed.

6.24/17 Ms. Wright made a motion to allow the applicant to respond to the board's request in 10 days, if not registration will be denied. None opposed.

The following applicants are to provide monthly updates for review.

10.21/7 Ms. Wright made a motion if no update is received in 10 days, license will be suspended. None opposed.

3.22/C	Update received.
4.22/8	Update received.
10.22/7	Update received.
4.23/4	Update received.
6.23/7	Update received.
9.23/20	Update received.
10.23/7	RLT Registration not renewed. Ms. Murray made a motion to require monthly updates if registered again.
11.23/15	Update received.
2.24/6	Update received.
2.24/6	Update received.
3.24/2	Ms. Cole made a motion if no update is received in 10 days, registration will be revoked. None opposed.
4.24/5	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.
6.24/16	Update received.
6.24/26	Update received.
6.24/28	Ms. Cole made a motion if no acknowledgement to the responsibility to the board's request of monthly updates is received in 10 days, registration will be revoked. None opposed.
6.24/29	Update received.
6.24/30	Update received.