

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

BOARD MEETING MINUTES: AUGUST 13, 2025
(Approved September 17, 2025)

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Daniela Riofrio at 8:39 a.m. on Wednesday, August 13, 2025 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Daniela Riofrio, Lloyd Boudloche, Jr., Renee Cole, Joseph Tuminello, III and Lindy West, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Courtney Wright was absent. Rebecca Mandal-Blasio arrived at 8:58 a.m.

A motion was made by Dr. Tuminello to approve the agenda for the August 13, 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 8:40 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 10:25 a.m.

Ms. Riofrio closed Executive Session at 12:04 p.m.

Ms. Riofrio began the Open Meeting at 12:05 p.m.

Ms. West made a motion to approve the July 9, 2025 minutes. None opposed and the motion passed.

The following occurred regarding the credential file reviews:

Licensure Applicants 8.25/B, 8.25/C, 8.25/E, 8.25/F, 8.25/J 8.25/L, 8.25/M and 8.25/O were reviewed and approved for licensure.

Licensure Applicants 8.25A, 8.25/D, 8.25/I, 8.25/K and 8.25/N were reviewed and approved for licensure upon receipt of final required documents by mail and/or successful passage of Jurisprudence Exam.

SCaBA Applicants 8.25/G and 8.25/H were reviewed and approved for certification.

A previously lapsed LBA inquired about renewing their license; however, a portion of the continuing education hours were obtained after the deadline. Ms. Cole made a motion that passed last month to allow the individual to use the hours obtained after the deadline for this renewal; however, these hours could not be used for the upcoming reporting period. This individual submitted the renewal forms, documents and fee with the understanding the hours obtained after the deadline and allowed cannot used during the next reporting period. Dr. Mandal-Blasio made a motion to approve the renewal with the above stipulations. None opposed and the motion passed.

The board reviewed submissions and fees for late renewals for licensure as follows:

Ms. Cole made a motion to approve the late renewal for LD. None opposed and the motion passed.

Dr. Boudloche made a motion to approve the late renewal for HD. None opposed and the motion passed.

A discontinuation was received on the following RLTs with a request to flag for board review if the individual reapplies:

SW – A new application was received before the board could review to flag. Dr. Tuminello made a motion to deny. Ms. Riofrio recused herself. None opposed and the motion passed

OA – Ms. Cole made a motion to flag. None opposed and the motion passed.

LS – Dr. Mandal-Blasio made a motion to flag. None opposed and the motion passed.

MO – Ms. West made a motion to flag. None opposed and the motion passed.

DD – Ms. Riofrio made a motion to flag. None opposed and the motion passed.

MC – Dr. Boudloche made a motion to NOT flag. None opposed and the motion passed.

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An applicant for Registered Line Technician (7.25/13) had a second review after the board requested and received additional documentation. Ms. Riofrio requested a Call to Question on a motion to deny registration. The results of the votes were as follows:

Ms. Cole – yay, Ms. West – yay, Dr. Boudloche – yay, Dr. Tuminello – yay, Dr. Mandal-Blassio – yay, and Ms. Riofrio – yay. The motion passed.

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The following applicants were reviewed after receiving rap backs.

CA - Ms. Riofrio requested a Call to Question on revoking registration and allow applicant to reapply upon conclusion of the case with supporting documentation. The results of the votes were as follows:

Ms. Cole – yay, Ms. West – yay, Dr. Boudloche – yay, Dr. Tuminello – yay, Dr. Mandal-Blassio – yay, and Ms. Riofrio – nay. The motion passed.

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DC Ms. Riofrio requested a Call to Question on revoking registration. The results of the votes were as follows:

Ms. Cole – yay, Ms. West – yay, Dr. Boudloche – yay, Dr. Tuminello – yay, Dr. Mandal-Blassio – yay, and Ms. Riofrio – yay. The motion passed.

CW – The board reviewed. A new application was also received. Dr. Tuminello made a motion to approve the new registration while providing quarterly updates. None opposed and the motion passed.

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KW – The board reviewed. A motion was made by Ms. Cole to continue registration uninterrupted while providing quarterly updates. None opposed and the motion passed.

BD – The board reviewed. A motion was made by Ms. West to continue registration uninterrupted while providing quarterly updates. None opposed and the motion passed.

RB – The board reviewed. A motion was made by Dr. Mandal-Blasio to continue registration uninterrupted while providing quarterly updates. None opposed and the motion passed.

LB – The board reviewed. A motion was made by Dr. Tuminello to continue registration uninterrupted while providing quarterly updates. None opposed and the motion passed.

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 was informed an unregistered technician provided services for months and was being supervised by a SCaBA. The Complaints Committee is requesting the board open a complaint on the supervising LBAs. Ms. Riofrio made a motion to open a board-initiated complaint in this matter. None opposed and the motion passed.

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A self-report was received from a LBA who learned her SCaBA had performed a service outside of her scope of practice under the direction of another LBA. The board reviewed. After discussion, the board did not find any violation on the part of the LBA. Ms. West made a motion to close this self-report with no further action. None opposed and the motion passed.

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A self-report was received from a SCaBA for performing a service outside of her scope of practice as directed by a LBA who was not her supervisor of record. The board reviewed and requested additional documentation. The board will review all Proof of Supervision forms completed for this individual as well as all written supervisory agreements. Ms. Boe will request this documentation.

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The board was informed an unregistered tech was providing services. The Complaints Committee is requesting the board open a complaint on the supervising LBA. Ms. Cole made a motion to open a board-initiated complaint in this matter. None opposed and the motion passed.

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

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
2025-044C	REPLIED/INVESTIGATION ONGOING
2025-045C	REPLIED/INVESTIGATION ONGOING
2025-046C	REPLIED/INVESTIGATION ONGOING
2025-047C	REPLIED/INVESTIGATION ONGOING
2025-049B	REPLY RECEIVED/CONSENT AGREEMENT BEING REVIEWED
2025-052C	REVIEWING ALLEGED VIOLATIONS
2025-053C	REPLIED/INVESTIGATION ONGOING
2025-054B	REPLIED/INVESTIGATION ONGOING
2025-055B	NOTICE LETTER MAILED
2025-057B	NOTICE LETTER MAILED
2025-058B	NOTICE LETTER MAILED
2025-059B	NOTICE LETTER MAILED
2026-060B	NOTICE LETTER MAILED
2026-061B	NOTICE LETTER MAILED
2026-062B	NOTICE LETTER DRAFTED

Finance Committee:

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

Financials for June were reviewed and discussed. Ms. West made a motion to approve the checking reconciliation, Dr. Mandal-Blasio made a motion to approve the savings reconciliation, and Ms. Cole 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 June. The board discussed the discrepancy in the payroll taxes which was listed as a negative for the year. Last fiscal year, payroll taxes were paid but coded entirely to the payroll tax expense account instead of coding the employee portion to the payroll tax liability account. Therefore, expenses in the prior year were overstated and the liability account had a balance at 6.30.24. Faulk & Winkler reclassified the employee portion of payroll taxes to properly reduce the payroll tax liability account (to zero) and remove that portion from the payroll tax expense account. This resulted in a negative balance in the expense account for fiscal year ending 6.30.25. Dr. Boudloche made a motion to approve the full financials for June with no apparent discrepancies other than those noted above and explained. None opposed and the motion passed.

Ms. Boe informed the board that herself, Ms. Babin, Ms. Cole and former board member Mr. Tuminello would need to travel and stay in Ouachita Parish for a trial scheduled for the end of October. Ms. Boe asked the board to approve mileage and hotels (if necessary) for all. Ms. West made a motion to approve mileage and hotel rooms if needed for all attending the trial as it is board related. None opposed and the motion passed.

Ms. Boe informed the board that an annual bill was received from State Civil Service as we now have one classified employee which requires a fee for use of the state's human resources agency. Dr. Mandal-Blasio made a motion to approve this invoice and all future invoices in connection with this service. None opposed and the motion passed.

The annual bill from Office of Risk Management was received and reviewed. Ms. Cole made a motion to approve paying this invoice. None opposed and the motion passed.

Certemy contract ends this October. Ms. Boe will contact Certemy to discuss a new contract.

Ms. Boe stated she had 61 compensatory hours this year. Dr. Mandal-Blasio made a motion to approve payment of the 61 hours by September 30, 2025. None opposed and the motion passed. Ms. Boe was encouraged by the board to schedule a meeting/hearing to be granted an exception to the hours she accrued over the years as the only employee before learning only a certain amount could be carried over. Ms. Boe will seek guidance on how to begin this process. (see August 14, 2024 minutes).

Jurisprudence Committee:

No new business.

Legislative Oversight Committee:

The Notice of Intent for Chapter 3 §301 A.1. which clarifies that background checks cannot be obtained before an application is submitted to the board was submitted Office of State Register and will be published in the August edition.

By law, the board should be included in the sunset for the Department of Health as the Louisiana Behavior Analyst Board was created within the Department of Health and Hospitals. Ms. Boe asked if

the board would like general counsel to begin seeking a bill sponsor of legislation to eliminate our solo sunset date as we already have a sunset date with DOH. Dr. Mandal-Blasio made a motion for general counsel to begin seeking a sponsor for a bill this legislative session to eliminate the sunset date required by LBAB alone as redundant as we already sunset with DOH. None opposed and the motion passed.

Policies and Procedures Committee:

The final draft for Policies and Procedures reflecting the time to reapply after falsifying an application from 3 months to 45 days was reviewed and discussed. Dr. Boudloche made a motion to adopt the Policies and Procedures for Falsifying an Application. None opposed and the motion passed.

Continuing Education Committee:

No new business.

Supervision Oversight Committee:

Two supervision Ph. I audits are due August 11th. Ph. II should be completed for review at the next board meeting.

Long Range Planning:

No new business

Discussion Items:

In June, a request was received from a LBA who is deploying with her military spouse on July 9, 2025 for three years. She requested an extension of her current license for 9 days to allow her to continue working until deployment. Since that time, the deployment was delayed and the LBA paid and renewed for the year. She has requested when the deployment is rescheduled that the board consider reimbursement for the remaining months. The LBA has sent documentation that the deployment was rescheduled and she is now out of the country for 3 years. Ms. Riofrio made a motion to refund 11 months of the renewal fee. None opposed and the motion passed.

Ms. Boe asked the board if they plan to sponsor another conference for licensees. After discussion, the board stated this was something they would like to continue and to please include on future agendas in Long Range Planning.

The board received an email and video message with several questions regarding scope of practice, standard of care, how to file a complaint, and how those found to be in violation of the laws and rules are held accountable. After reviewing and discussing, the board will draft a reply using all the rules, regulations, powers and duties of the board to answer each question.

Executive Director's Report:

Ms. Boe presented a question received from Mike Hill, Administrative Coordinator of Pupil Appraisal, 504 Coordinator/School Psychologist, Calcasieu Parish School System and her reply for the board's review. Mr. Hill was seeking confirmation that licensure at every level as well as those registered with the board also have successful background checks. The reply confirmed all levels are subject to the same background check (state and FBI) and vetting by the board before receiving approval.

Ms. Boe informed the board that staff has been destroying numerous CBC results as per FBI rules. Applications must be submitted prior to the board receiving CBC results. Many licensees/clinics have received warnings and reminders this would occur. The website has the FBI guideline listed in several locations as well as all licensees having been previously notified by email.

Stats for May or June will be available next month.

July 2025 STATS

LBAs 15

SCABAS 6

RLTs 520

TRANSFERS. 77

Ms. Riofrio adjourned the meeting at 2:40 p.m.

CREDENTIAL FILE REVIEWS:

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

- 8.25/1 Dr. Boudloche made a motion to approve. None opposed.
- 8.25/2 Dr. Boudloche made a motion to approve. None opposed.
- 8.25/3 Dr. Boudloche made a motion to approve. None opposed.
- 8.25/4 Dr. Tuminello made a motion to approve. None opposed.
- 8.25/5 Employer decided not to move forward with applicant.
- 8.25/6 Dr. Tuminello made a motion to approve. None opposed.
- 8.25/7 Employer decided not to move forward with applicant.
- 8.25/8 Dr. Tuminello made a motion to approve. None opposed.
- 8.25/9 Applicant no longer required board review.
- 8.25/10 Dr. Tuminello made a motion to approve. None opposed.
- 8.25/11 Ms. Riofrio made a motion to approve. None opposed.
- 8.25/12 Dr. Boudloche requested additional information and will table until next meeting.
Ms. Cole abstained.
- 8.25/13 Ms. Riofrio made a motion to deny.
- 8.25/14 Ms. Riofrio made a motion to approve. None opposed.
- 8.25/15 Dr. Mandal-Blasio made a motion to approve if results match exactly when
results received. None opposed.
- 8.25/16 Ms. West made a motion to approve. None opposed.

8.25/17 Applicant no longer required board review.

8.25/18 Ms. West made a motion to approve but will require to provide monthly updates. None opposed.

8.25/19 Employer decided not to move forward with applicant.
8.25/20 Ms. West made a motion to approve. None opposed.

8.25/21 Dr. Boudloche made a motion to approve. None opposed. Ms. Cole abstained.

8.25/22 Ms. West made a motion to approve. None opposed.

8.25/23 Ms. Cole made a motion to approve. None opposed.

8.25/24 Ms. Cole made a motion to approve. None opposed.

8.25/25 Ms. Cole made a motion to approve. None opposed.

8.25/26 Ms. Cole made a motion to approve. None opposed.

The following applications are to provide monthly updates for review.

10.21/7 Update received.

7.24/22 Update received.

1.24/I Update received. Dr. Boudloche abstained.

7.22/19 Update received.

6.23/7 Update received.

5.24/1 Update received. Ms. West made a motion if no documentation is received in 10 days, registration will be revoked. None opposed.

6.24/30 Update received. Ms. Riofrio made a motion if no documentation is received in 10 days, registration will be revoked. None opposed.

8.24/1 Update received.

9.24/1 Update received.

10.24/21 Update received.

10.24/26 Update received.

11.24/19	Update received.
12.24/13	Update received.
12.24/20	Update received.
12.24/21	Dr. Boudloche made a motion to close case. None opposed.
1.25/6	Update received.
1.25/14	Update received. Ms. Cole abstained.
1.25/20	Update received.
2.25/32	Update received. Ms. Cole abstained.
3.25/8	RLT Registration discontinued. Dr. Mandal-Blasio made a motion to require monthly updates if registered again.
3.25/26	Update received.
4.25/2	Update received.
4.25/8	Update received.
4.25/17	Ms. West made a motion if no update is received in 10 days, registration will be revoked. None opposed.
5.25/20	Update received.
5.25/34	Update received.
5.25/35	Update received.
6.24/16	Update received.
7.25/22	Update received.