

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

**BOARD MEETING MINUTES: SEPTEMBER 17, 2025**

*Approved October 14, 2025*

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Daniela Riofrio, once a quorum was established, at 8:53 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., Rebecca Mandal-Blasio and Lindy West, Executive Director Rhonda Boe and Executive Administrator, Krysta Babin. Courtney Wright, Joseph Tuminello, III and Renee Cole were absent.

A motion was made by Dr. Blasio to approve the agenda for the September 17, 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 8:54 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 10:21 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 August 13, 2025 minutes. None opposed and the motion passed.

The following occurred regarding the credential file reviews:

Licensure Applicants 9.25/C, 9.25/D, 9.25/E, 9.25/F, 9.25/G, 9.25/I, 9.25/K, 9.25/L, 9.25/O, 9.25/R and 9.25/S were reviewed and approved for licensure.

Licensure Applicants 9.25/B, 9.25/J, 9.25/P, 9.25/Q and 9.25/T were reviewed and approved for licensure upon receipt of final required documents by mail and/or successful passage of Jurisprudence Exam.

SCaBA Applicant 9.25/N was reviewed and approved for certification.

SCaBA Applicants 9.25/A and 9.25 M were reviewed and approved for certification upon receipt of the final required documents by mail and/or successful passage of the Jurisprudence Exam.

Licensure Applicant 9.25/H was reviewed and approved for a payment plan.

The board reviewed a Pre-Determination Eligibility Application. After review and discussion, Dr. Boudloche made a motion to deny eligibility based on the information provided. None opposed and the motion passed. A letter will be sent with the opportunity to provide additional information before a final determination letter is issued after 60 days.

A late renewal from a SCaBA was reviewed. Ms. West made a motion to approve the late renewal. None opposed and the motion passed.

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

LS – Dr. Boudloche made a motion to flag. None opposed and the motion passed  
MH – Ms. West made a motion not to flag. None opposed and the motion passed.  
AB – Dr. Mandal-Blasio made a motion not to flag. None opposed and the motion passed.

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The following applicants were reviewed after receiving LSP notifications.

TH – Ms. West made a motion to allow registration to continue uninterrupted with the stipulation the individual provide quarterly updates until the case is concluded.

KW – Dr. Mandal-Blasio made a motion to allow registration to continue uninterrupted with the stipulation the individual provide quarterly updates until the case is concluded.

AB - Ms. Riofrio made a motion to allow registration to continue uninterrupted with the stipulation the individual provide quarterly updates until the case is concluded.

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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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The board reviewed two letters sent to businesses advertising ABA services without a licensee on staff.

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

#### Complaints Committee:

At last month’s meeting a self-report was received from a SCaBA for performing a service outside of her scope of practice. The board requested her written supervisory agreement. Dr. Mandal-Blasio made a motion to issue a letter of education. None opposed and the motion passed.

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The board was advised and briefed on an open complaint and the Complaints Committee recommendation to close with no action. Ms. Riofrio requested a Call to Question on a motion to close this complaint with no disciplinary action. The results of the votes were as follows:

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

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The board was advised and briefed on an open complaint's investigation which revealed another licensee was providing services that may not align with best practices. The Complaints Committee made a recommendation to not open a complaint but issue a letter of education. Ms. Riofrio requested a Call to Question on a motion to issue a letter of education, approved by the board. The results of the votes were as follows:

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.

|           |                                                 |
|-----------|-------------------------------------------------|
| 2025-036B | SUSPENDED/REVISED CONSENT AGREEMENT             |
| 2025-038C | INFORMAL SCHEDULED                              |
| 2025-039C | REPLIED/ATTEMPTING TO SCHEDULE INFORMAL         |
| 2025-040C | REPLIED/ATTEMPTING TO SCHEDULE INFORMAL         |
| 2025-041C | REPLIED/ ATTEMPTING TO SCHEDULE INFORMAL        |
| 2025-044C | INFORMAL SCHEDULED                              |
| 2025-045C | INFORMAL SCHEDULED                              |
| 2025-046C | INFORMAL SCHEDULED                              |
| 2025-047C | INFORMAL HELD/REVIEWING TODAY                   |
| 2025-049B | REPLY RECEIVED/CONSENT AGREEMENT BEING REVIEWED |
| 2025-052C | REVIEWING ALLEGED VIOLATIONS                    |
| 2025-053C | REPLIED/INVESTIGATION ONGOING                   |
| 2025-054B | REPLIED/AGREEMENT BEING CONSIDERED              |
| 2025-055B | NOTICE LETTER MAILED                            |
| 2025-057B | NOTICE LETTER MAILED                            |
| 2025-058B | REPLIED/AGREEMENT BEING CONSIDERED              |
| 2025-059B | REPLIED/AGREEMENT BEING CONSIDERED              |
| 2026-060B | REPLIED/AGREEMENT BEING CONSIDERED              |
| 2026-061B | REPLIED/AGREEMENT BEING CONSIDERED              |
| 2026-062B | NOTICE LETTER MAILED                            |
| 2026-063C | NOTICE LETTER MAILED                            |
| 2026-064C | NEW/UNDER REVIEW                                |
| 2026-065C | NEW/UNDER REVIEW                                |
| 2026-066C | NEW/UNDER REVIEW                                |
| 2026-067C | NEW/UNDER REVIEW                                |
| 2026-068B | NOTICE LETTER PREPARED                          |

#### Finance Committee:

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

Financials for July were reviewed and discussed. Ms. Riofrio made a motion to approve the checking reconciliation, Dr. Boudloche made a motion to approve the savings reconciliation, and Ms. West 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 July. It was noted that the billing for the contract with Faulk Winkler does not reflect the increase. Ms. Boe informed the board she notified FW of the discrepancy in their billing. It was also noted that the postage was high for so early into the Fiscal Year at 42% of budgeted amount. Ms. Boe explained the recent rise in the number of complaints and the number of lapsed licensees contributed to this higher amount. These letters are all sent certified/return receipt requested.

Financials for August were reviewed and discussed Ms. Riofrio made a motion to approve the checking reconciliation, Dr. Boudloche made a motion to approve the savings reconciliation, and Ms. West 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 August. The invoice received from State Civil Service for the first time was coded to Dues and Subscriptions as the invoice states this is for use of resources. The amount budgeted for Dues and Subscriptions will need to be amended when the budget is amended later in the Fiscal Year.

Certemy presented a new proposal and after reviewing, Dr. Mandal-Blasio made a motion to accept the contract amount for five years. None opposed and the motion passed.

The board reviewed the AFR submitted and was informed the AUP audit had begun. An attestation was submitted for the AUP audit which the board is required to approve. Dr. Mandal-Blasio made a resolution to approve the Attestation submitted for the AUP audit with a note that question number 6 was inadvertently unanswered and if an answer is required it is N/A. None opposed and the resolution passed.

The annual billing for General Informatics is due soon. Ms. Boe asked if the board wanted to continue with General Informatics for website hosting and updates. Dr. Mandal-Blasio made a motion to continue to contract with General Informatics for website hosting and updates. None opposed and the motion passed.

Jurisprudence Committee:

No new business.

Legislative Oversight Committee:

The Notice of Intent for Chapter 3 §301 A.1. was published in the August edition of the Louisiana Register.

General Counsel Newton has begun seeking a sponsor for a bill this legislative session to eliminate the sunset date required by LBAB alone as redundant as the board already sunsets with DOH.

Policies and Procedures Committee:

No new business.

Continuing Education Committee:

No new business.

Supervision Oversight Committee:

The supervision documents submitted for audit were partially reviewed and will be completed at the next meeting.

Long Range Planning:

The board brainstormed topics for the next Board Sponsored Conference to be held in early April of 2026. The board plans to book this conference in Baton Rouge and will search for a venue as soon as a date is finalized.

Discussion Items:

Question reviewed requesting information on hiring and registering line technicians in another state to provide services via telehealth to clients in Louisiana. A review of the board's telehealth law is specific and only refers to services provided by a licensee. See below excerpts from Chapter 2, §204:

B. Applied behavior analysis delivered through telehealth between a licensee and client, separated by distance shall be in compliance with R.S. 40:1223.1 et seq., known as the “Louisiana Telehealth Access Act”, including any amendments thereto. Applied behavior analysis via electronic means shall be held to the same accepted standards as those in traditional (face-to-face) settings. Utilization of interactive audio without the requirement of video must be determined by the licensee to meet the same standard of care and not be compromised by the use of telehealth or violate [R.S. 40:1223.1](#).

C. Licensees who provide telehealth must be licensed in Louisiana and must also be licensed in the state where the client is located, if licensing is required.

E. At the onset of each session, the licensee shall verify and document the identity and location of the licensee and the client; and verify the identity of the parent or guardian consenting to the minor’s treatment.

The board instructed Ms. Boe to send a reply with the above information.

Executive Director’s Report:

Ms. Boe advised the board the website had been updated to be ADA compliance. There were a few minor changes and glitches but site appears to be running smoothly.

The board reviewed email exchange between the board and St. Tammany Parish School Board regarding who is responsible for vetting RLTs through DCFS before being allowed on school campuses. The board does not have authority to vet through DCFS and their CANS system. The school system does have authority, access, and is provided this authority at no fee. The email exchange ended with a statement that St. Tammany will not allow ABAs (meaning RLTs) to begin until they submit required Act 409 documents (DCFS check) and receive a clearance from their office.

Stats for May, June and August, 2025

| <u>STATS</u>     | <u>MAY</u> | <u>JUNE</u> | <u>AUGUST</u> |
|------------------|------------|-------------|---------------|
| LBAs             | 16         | 2           | 11            |
| SCABAs           | 7          | 1           | 2             |
| RLTs             | 463        | 246         | 421           |
| TRANSFERS        | 81         | 177         | 121           |
| DISCONTINUATIONS | 302        | 250         | 284           |

Board meeting were scheduled for the remainder of the year as follows:

Tuesday – October 14, 2025

Wednesday – November 19, 2025

Wednesday – December 10, 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:

- |         |                                                                                                       |
|---------|-------------------------------------------------------------------------------------------------------|
| 9.25/1  | Ms. West made a motion to approve if results match exactly when results received. None opposed.       |
| 9.25/2  | Ms. West made a motion to approve. None opposed.                                                      |
| 9.25/3  | Ms. West made a motion to approve. None opposed.                                                      |
| 9.25/4  | Ms. West made a motion to approve. None opposed.                                                      |
| 9.25/5  | Ms. West made a motion to approve. None opposed.                                                      |
| 9.25/6  | Ms. West made a motion to approve. None opposed.                                                      |
| 9.25/7  | Ms. West made a motion to approve. None opposed.                                                      |
| 9.25/8  | Dr. Mandal-Blasio made a motion to approve. None opposed.                                             |
| 9.25/9  | Dr. Mandal-Blasio made a motion to approve. None opposed.                                             |
| 9.25/10 | Dr. Mandal-Blasio made a motion to approve. None opposed.                                             |
| 9.25/11 | Dr. Mandal-Blasio made a motion to approve but will require to provide monthly updates. None opposed. |
| 9.25/12 | Dr. Mandal-Blasio made a motion to approve. None opposed.                                             |
| 9.25/13 | Dr. Mandal-Blasio made a motion to approve but will require to provide monthly updates. None opposed. |
| 9.25/14 | Ms. West made a motion to approve. None opposed.                                                      |
| 9.25/15 | Ms. West made a motion to approve. None opposed.                                                      |
| 9.25/16 | Ms. Riofrio made a motion to approve. None opposed.                                                   |
| 9.25/17 | Ms. Riofrio made a motion to approve. None opposed.                                                   |
| 9.25/18 | Ms. Riofrio made a motion to approve. None opposed.                                                   |
| 9.25/19 | Ms. Riofrio made a motion to approve. None opposed.                                                   |
| 9.25/20 | Ms. Riofrio made a motion to approve. None opposed.                                                   |
| 9.25/21 | Dr. Boudloche made a motion to approve. None opposed.                                                 |

|         |                                                                                                      |
|---------|------------------------------------------------------------------------------------------------------|
| 9.25/22 | Ms. Riofrio made a motion to approve. None opposed.                                                  |
| 9.25/23 | Dr. Boudloche made a motion to approve but will require to provide monthly updates. None opposed.    |
| 9.25/24 | Dr. Boudloche made a motion to approve if results match exactly when results received. None opposed. |
| 9.25/25 | Dr. Boudloche made a motion to approve. None opposed.                                                |
| 9.25/26 | Dr. Boudloche made a motion to approve if results match exactly when results received. None opposed. |
| 9.25/27 | Dr. Boudloche made a motion to approve but will require to provide quarterly updates. None opposed.  |
| 9.25/28 | Dr. Boudloche made a motion to approve. None opposed.                                                |
| 9.25/29 | Dr. Boudloche made a motion to approve. None opposed.                                                |
| 9.25/30 | Dr. Boudloche 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   | Dr. Boudloche made a motion to close case. None opposed.                                                |
| 6.24/30  | Ms. West made a motion to close case. None opposed.                                                     |
| 8.24/1   | Update received.                                                                                        |
| 9.24/1   | Update received.                                                                                        |
| 10.24/21 | RLT Registration discontinued. Ms. West made a motion to require quarterly updates if registered again. |

|          |                                                                                                                         |
|----------|-------------------------------------------------------------------------------------------------------------------------|
| 10.24/26 | Update received.                                                                                                        |
| 11.24/19 | Dr. Mandal-Blasio made a motion if no documentation is received in 10 days, registration will be revoked. None opposed. |
| 12.24/13 | Update received.                                                                                                        |
| 12.24/20 | Update received.                                                                                                        |
| 1.25/6   | Update received.                                                                                                        |
| 1.25/14  | Update received.                                                                                                        |
| 1.25/20  | Update received.                                                                                                        |
| 2.25/32  | RLT Registration discontinued. Ms. West made a motion to require quarterly updates if registered again.                 |
| 3.25/26  | Update received.                                                                                                        |
| 4.25/2   | Update received.                                                                                                        |
| 4.25/8   | Update received.                                                                                                        |
| 4.25/17  | Dr. Boudloche made a motion if no documentation is received in 10 days, registration will be revoked. None opposed.     |
| 5.25/20  | RLT Registration discontinued. Ms. Riofrio made a motion to require monthly updates if registered again.                |
| 5.25/34  | Update received.                                                                                                        |
| 5.25/35  | Update received.                                                                                                        |
| 6.24/16  | Update received.                                                                                                        |
| 7.25/22  | Update received.                                                                                                        |
| 8.25/18  | RLT Registration discontinued. Dr. Mandal-Blasio made a motion to require monthly updates if registered again.          |
| 8.25/27  | Update received.                                                                                                        |
| 8.25/28  | Update received.                                                                                                        |
| 8.25/29  | Update received.                                                                                                        |