

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

BOARD MEETING MINUTES: January 1, 2021
(Approved March 17, 2021)

The Full Board met and reviewed CE Reporting forms from 9:00 a.m. to 10:30 a.m.

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Courtney Wright, at 10:41 a.m. on Wednesday, January 6, 2021 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana. Present were Board Members: Courtney Wright, Calvin Cryer, Lloyd Boudloche, Jr., Renee Cole, Angela Murray, Compliance Officer Justin Owens and Executive Director Rhonda Boe. Board members Alfred Tuminello and Joseph Tuminello, III, were absent.

A motion was made by Mr. Cryer to approve the agenda for the January 6, 2021 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Ms. Wright moved to enter Executive Session at 10:42 a.m. for credential file reviews and other matters.

Ms. Wright closed executive session at 1:00 p.m.

Dr. Boudloche made a motion to approve October and November, 2020 minutes. None opposed and the motion passed.

The following was reported regarding the credential file reviews:

Licensure Applicants 1.21/A, 1.21/D, and 1.21/F were reviewed and approved for licensure.

Licensure Applicants 1.21/B and 1.21/C were reviewed and approved for licensure upon receipt of the last required original documents.

Certificant Applicants 1.21/D was reviewed and approved upon receipt of required original documents.

The board signed previously approved Consent Agreements.

The board reviewed a hardship request for exemption from licensure renewal fee. The board discussed and a motion was made by Ms. Cole to approve for renewal with an extension granted to pay the renewal fee. None opposed and the motion passed.

The board was informed all lapsed licensees were notified by certified mail of their status. One inquired if the board had an inactive status available to put a license on hold for a year. This is not in the board's laws.

The status of other applicants reviewed are contained in the attached report by Justin Owens, Compliance Officer.

Complaints Committee:

Ms. Boe presented the following update on open complaints for Complaints Coordinator Ellen Brocato:

- 1) Response to re-notice with additional allegations being reviewed.
- 2) Consent Agreement (s) being drafted.
- 3) Consent Agreement in negotiations.
- 4) Letter of Education being drafted for board approval.
- 5) Investigation continuing.
- 6) Response documents being reviewed.
- 7) Notice Letter (s) being drafted.

Finance Committee:

Ms. Boe advised the financials for November and December would be presented at next month's meeting for review. Ms. Boe reported to-date 365 licenses, 36 SCaBA certifications and 1790 line technician registrations were renewed. RLT renewals income was approximately \$500.00 less than the previous year. Due to the decreased rate, LBA/SCaBA renewals income was approximately \$59,500.00 less than last year.

Jurisprudence Committee:

No new business

Legislative Committee:

Senator Foil has agreed to sponsor a bill to set terms at 4 years for board members.

Policies and Procedures Committee:

Updated policies and procedures are being drafted and reviewed.

Continuing Education Committee:

CE reporting forms were reviewed for approval and audit selections.

Supervision Oversight Committee:

The board discussed the need for SCaBA audits. Ms. Boe and Mr. Owens will work on templates for these as only RLT supervision audits were previously conducted.

Long Range Planning:

The board will review the updates to CE reporting by BACB and work on changing our Rules to align. The board will also review re-promulgating the Ethics Rules to adopt the latest version of BACB Ethical Codes.

Policy and Procedures will be reviewed this year to see if updates are required.

Discussion Items:

Ms. Boe informed the board the licensure software development is progressing and she has weekly meetings to discuss, train and review with Certemy.

All renewals received have been processed; however, late renewals may be received until the end of the month.

The need for the board to review requirements for mentorships/internships, etc. was brought up and will be discussed at a later date.

Executive Director Report:

Ms. Boe informed the board she had received some questions about vaccine eligibility for line technicians. Ms. Cole stated the COVID website has tier levels and line technicians do qualify. A letter from their employer stating what tier they qualify in should be accepted.

The board reviewed the information update sheet for 2020-2021 for Boards and Commissions confirming correct information such as address, contact phone, etc.

The board set future meeting dates for February 17, 2021 and March 17, 2021 via zoom.

Ms. Wright adjourned the meeting at 2:44 p.m.

Louisiana Behavior Analyst Board
Credential Review Minutes
January 6, 2021
(Executive Session)

Board Compliance Officer Justin Owens presented the following Line Technician applicants and registrants to the Board for initial or secondary consideration:

11.20/10 – The Board moved unanimously to **deny** registration due to the severity of the applicant’s charges and the applicant’s failure to fully disclose those charges on application.

1.21/1 – The Board moved unanimously to **approve** registration.

1.21/3 – The Board unanimously moved to **approve** registration.

1.21/4 – The Board unanimously moved to **uphold** the Complaint Committee Chairman’s recommendation to administratively revoke registration.

1.21/5 – The Board moved unanimously to **approve** registration.

1.21/6 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

1.21/7 – The Board moved unanimously to **approve** registration.

1.21/8 – The Board moved unanimously to **approve** registration.

1.21/9 – The Board moved unanimously to **approve** registration.

1.21/10 – The Board moved unanimously to **approve** registration.

1.21/11 – The Board moved unanimously to **approve** registration.

1.21/12 – The Board moved unanimously to **approve** registration.

1.21/13 – The Board moved unanimously to **approve** registration.

1.21/14 – The Board moved unanimously to **approve** registration if CBC matches.

1.21/15 – The Board moved unanimously to **deny** registration due to applicant providing false information on application.

1.21/16 – The Board moved unanimously to **approve** registration.

1.21/17 – The Board moved unanimously to **postpone** review of application until CBC is received.

1.21/18 – The Board moved unanimously to **approve** registration.

1.21/19 – Applicant has no arrest history. Registration **approved** administratively.

10.20/2 – The Board moved unanimously to **approve** registration.

Board Compliance Officer Justin Owens presented the following Line Technicians, SCABAs and LBAs to the Board for ongoing monthly updates:

1.20/5 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

6.7/B – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

6.19/15 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

1.19/4 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

8.19/8 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

2.20/6 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

6.20/1 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

7.20/3 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

Board Compliance Officer Justin Owens presented the following Line Technician registrants to the Board for ongoing quarterly updates:

6.19/10 – The Board unanimously moved to **continue** registration uninterrupted and end the requirement for quarterly updates due to applicant providing documentation that legal matter has been successfully resolved.