

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

**BOARD MEETING MINUTES: October 17, 2019**  
*(Approved November 12, 2019)*

Committee meetings began at 9:10 a.m.

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Lloyd Boudloche, Jr. Ed.D. at 10:17 a.m. on Thursday, October 17, 2019 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana 70816. Present were Board Members: Lloyd Boudloche, Jr., Ed.D., Courtney Wright, Renee Cole, Alfred Tuminello, Jr., Scott Williamson and Executive Director Rhonda Boe.

A motion was made by Mr. Tuminello to approve the agenda for the October 17, 2019 meeting. None opposed and the motion passed.

Mr. Tuminello made a motion to approve the September 17, 2019 minutes. None opposed.

Pursuant to LSA R.S. 42:6.1(4), Dr. Boudloche moved to enter Executive Session at 10:17 a.m. to review and discuss credential review files and complaints. None opposed and the motion passed.

Dr. Boudloche closed Executive Session at 11:52 a.m. and reported the following:

Credentials Review Committee:

Behavior Analyst Applicants 10.19/A, 10.19B, 10.19/C, 10.19/D, 10.19/F, 10.19/G, 10.19/H AND 10.19/I were reviewed and approved for licensure.

Behavior Analyst Applicant 10.19/E was approved and licensure was deferred until 1-1-20 as per applicant's request. License will not be effective until 1-1-20.

State Certified Behavior Analyst Applicant 10.19/J, 10.19/K, 10.19/M, 10.19/N, 10.19/O and 10.19/P were reviewed and approved for certification.

State Certified Behavior Analyst Applicant 10.19/L was reviewed and approved upon receipt of the last document required.

Line Technician Applicants 10.19/1, 10.9/2, 10.19/5, 10.19/13 were reviewed and approved.

Line Technician Applicant 10.19/3, 10.19/4, 10.19/6, 10.19/8, 10.19/12 and 10.19/14 were reviewed and approved if when received results match exactly.

Line Technician Applicant 10.19/7 was revoked until a pending matter is completed and the board will re-review at that time.

Line Technician Applicant 10.19/9, 10.19/10 and 10.19/11 were reviewed and require additional information.

Licensed Behavior Analysts 11.18/4 and 8.19/8 were reviewed and approved to continue with monthly updates.

Registered Line Technicians 2.18/4, 6.19/10, 12.18/10, 1.19/4, 2.19/13, 6.19/4, 6.19/5, 7.19/6, 8.19/2, and 8.19/8 were approved to continue registration uninterrupted and continue sending updates.

State Certified Assistant Behavior Analyst 8.18/H was reviewed and approved to continue with quarterly updates.

Reminders to send updates will no longer be sent and all were informed it is their responsibility.

#### Complaints Committee:

Ms. Boe presented the following report for Ellen Brocato, complaints coordinator:

- 1) Complaint not closed but no new activity.
- 2) Investigation ongoing.
- 3) Informal meeting occurred, possible Consent Agreement will be presented to board at the next meeting.
- 4) Consent Agreement to be voted on after complaints committee report.
- 5) Offer made to respondent which has not been accepted. Proceeding with filing of formal Administrative Complaint.
- 6) Consent Agreement and Order posted and Ellen Brocato, Complaints Coordinator, will ensure the requirements are met.
- 7) Consent Agreement in progress, information being received according to said agreement.
- 8) Lack of cooperation from the main witness. Letter will be sent advising complaint will be closed unless information requested is provided.
- 9) Investigation continues and preparation of formal notice letter being prepared.

Voluntary Surrender of License presented to board. Document was reviewed and discussed. Dr. Boudloche moved for a call to question. Ms. Wright moved to second the call to question which resulted in the following: Mr. Cryer – yay, Mr. Tuminello – yay, Ms. Cole – yay, Ms. Wright – yay, Mr. Williamson – yay and Dr. Boudloche – yay. The vote was unanimous and the Voluntary Surrender of License was approved. The Voluntary Surrender will be signed, posted on the website and reported to BACB and NPDB.

#### Finance Committee:

Ms. Boe informed the board she had not received the LSBEP invoice for September but requested permission to pay if no discrepancies. Mr. Tuminello made a motion to allow Ms. Boe to pay the LSBEP September invoice if she notes no discrepancies. None opposed. The Reconciliations for September were reviewed. A motion was made by Ms. Wright to approve September reconciliations. None opposed. The Reconciliations were dated and signed by preparer and dated and signed by Finance Committee Chair, Ms. Wright, indicating board approval. The full board reviewed the General Ledger, Balance Sheet, and Profit and Loss for September and no discrepancies were noted. Ms. Cole made a motion to approve all the financials. None opposed.

Ms. Boe advised the new position for Compliance Officer has been filled and the board will share the expenses 50/50 with LSBEP. The final budget for FY 20/21, including these figures, will be presented at the next meeting.

#### Jurisprudence Committee:

No new business.

Legislative Committee:

Ms. Boe informed board the Notice of Intent will be published on October 20, 2019 in the Louisiana Register and posted on the board's website requesting any comments be sent by the deadline of November 9, 2019.

Policies and Procedures Committee:

No new business.

Continuing Education Committee:

No new business.

Supervision Oversight Committee:

Discussion of the new form is tabled until the next meeting.

Long Range Planning:

FARB training is on hold.

Investigator training is scheduled for December in Baton Rouge.

New Business:

No new business.

Executive Director Report:

Ms. Boe informed the board documentation was received from a clinic regarding RLTs quitting with no notice. After discussion, it was decided this documentation would be placed in the RLTs' folders in case a pattern emerges.

The board reviewed FARB recommendations for boards.

The board reviewed the presentation for the Gulf Coast ABA Conference.

Dr. Boudloche adjourned the meeting at 2:49 p.m.