

Louisiana Behavior Analyst Board
8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809

BOARD MEETING MINUTES: April 17, 2018
(Approved May 15, 2018)

Committee meetings began at 9:34 a.m.

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Mr. Williamson at 10:43 a.m. on Tuesday, April 17, 2018 at 8706 Jefferson Highway, Suite B, Baton Rouge, Louisiana 70809. Present were Board Members: Scott Williamson, Jennifer Longwell, Ph.D., Lloyd Boudloche, Jr., Ed.D., Renee Cole, and Executive Director Rhonda Boe. Alfred Tuminello, Jr. was absent.

A motion was made by Dr. Longwell to approve the agenda for the April 17, 2018 meeting. None opposed and the motion passed.

A motion was made by Ms. Cole to approve the minutes of the March 20, 2018 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Mr. Williamson moved to enter Executive Session to review and discuss applicant files at 10:45 a.m. None opposed and the motion passed.

Mr. Williamson closed Executive Session at 12:52 and reported the following:

Credentials Review Committee:

Behavior Analyst Applicants 4.18/A, 4.18/B, 4.18/C, 4.18/D, 4.18/E, 4.18/F, 4.18/G and 4.18/H were reviewed and approved.

Line Technician Applicants 4.18/3, 4.18/4 and 4.18/7 were reviewed and approved.

Line Technician Applicants 2.18/4, 3.18/2 and 3.18/3 were approved to continue with registration and continue to send updates.

Line Technician Applicants 3.18/4, 4.18/1, 4.18/8 and 4.18/9 were reviewed and allowed until next month's meeting to provide documents requested or file will be closed.

Line Technician Applicants 4.18/2 and 4.18/5 were approved if report matches exactly.

Line Technician Applicant 4.18/6 was approved to continue registration without interruption due to documents being deemed sufficient.

Complaints Committee:

The complaints coordinator reported there were presently 6 open complaints.

- 1 – An informal meeting was held and board waiting on decision.
- 2 – Reviewing documentation requested and received.
- 3 – Reviewing documentation requested and received.
- 4 – Voluntary Surrender of License received 4-11-18, deadline of May 6, 2018 to respond.
- 5 – Notice of complaint to be sent this month.

6 – New complaint being reviewed and notification letter to be drafted.
Letters received from Molina reviewed. More information to be requested.
Letters of education being sent to two other individuals.

Finance Committee:

Mr. Williamson made a motion to pay the LSBEP March invoice. None opposed, motion passed. The Reconciliations for April were reviewed and a motion was made by Dr. Longwell to approve. None opposed. The Reconciliations were dated and signed by preparer and dated and signed by Finance Committee Chair, Mr. Williamson, indicating board approval. The full board reviewed the General Ledger, Balance Sheet, and Profit and Loss for March. No apparent discrepancies were noted. Dr. Boudloche made a motion to approve all the financials. None opposed.

Jurisprudence Committee:

No new business.

Legislative Committee:

SB 40 was discussed. This bill would have resulted in the loss of a board member, while adding a consumer member, as well as the loss of our ad hoc member from LSBEP. An amendment to the bill was submitted to Senator Mills and the amendment was added. The amendment changes the number of licensed behavior analyst board members to six (6) with one (1) consumer member. If the bill is passed, a special election will be held to fill the newly created opening.

SB99 was discussed. It was passed over in the Senate and subject to call. The board will continue to watch Senate hearings.

Policies and Procedures Committee:

No new business.

Continuing Education Committee:

No new business.

Supervision Oversight Committee:

The board discussed pros and cons of letter to be sent in reference to supervision audit. A letter will be sent to another LBA to begin the next supervision audit.

Long Range Planning Committee:

The board will revisit in the next few months purchasing a portal that can also be used by LBAs to store information such as Continuing Education hours.

Discussion Items:

No new business

Executive Director's Report:

The board will begin preparing and offering contracts for the 18/19 FY.

Ms. Boe reminded board members to file their Tier 2.1 reports and take their Ethics training course online if they had not already done so.

Mr. Williamson adjourned the meeting at 3:18 p.m.