

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

BOARD MEETING MINUTES: April 20, 2021
(Approved May 12, 2021)

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Courtney Wright, at 9:24 a.m. on Tuesday, April 20, 2021 via Zoom. Present were Board Members: Lloyd Boudloche, Jr., Alfred Tuminello, Jr., Joseph Tuminello, III, Compliance Office Justin Owens and Executive Director Rhonda Boe. Calvin Cryer and Rene Cole were absent.

A motion was made by Dr. Boudloche to approve the agenda for the April 20, 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 9:26 a.m. for credential file reviews and other matters.

Angela Murray joined the meeting at 10:28 a.m.

Ms. Wright closed Executive Session at 11:10 a.m.

Ms. Wright began the Open Meeting at 11:15 a.m.

A motion was made by Dr. Boudloche to approve the minutes from the March 17, 2021 meeting. None opposed and motion passed.

The following was reported regarding the credential file reviews:

Licensure Applicants 4.21/A, 4.21/B, 4.21/C, 4.21/E and 4.21H were reviewed and approved for licensure.

Licensure Applicants 4.21/D, 4.21/F and 4.21/G were reviewed and approved for licensure upon receipt of the last required original documents.

Certificant Applicant 4.21/I was reviewed and approved for certification upon receipt of the last required original documents. Mr. Tuminello abstained.

A late renewal was received and after reviewing all documents, Dr. Boudloche made a motion to approve. None opposed and motion passed.

An incident regarding dates on an application was discussed. Ms. Boe found the discrepancy and asked for explanation. The board reviewed the information. Mr. Tuminello made a motion to send a letter of education and advise if this occurs again a complaint will be opened. None opposed and the motion passed.

An incident regarding two LBAs and a transfer issue was reviewed including all the supporting supervision documentation. Ms. Wright made a motion to send a letters of education and advise if this occurs again a complaint will be opened. None opposed and the motion passed.

The board previously discussed and reviewed Findings of Facts and Conclusions of Law in reference to Complaint No. 2020-001B at the February 2017 online board meeting. The Findings of Fact and Conclusions of Law were accepted by the board but Ms. Boe needed to check with Ms. Wheeler as to whether or not the signature line could be revised as board chair Courtney Wright was absent from this meeting and the vote was conducted by vice-chair Calvin Cryer. The decision made was to re-vote with the board chair present. Ms. Wright requested a call to question vote and the results were as follows: Dr. Boudloche – yay, Mr. Tuminello – yay, Dr. Tuminello – yay, Ms. Murray – yay and Courtney Wright – yay. The document was signed by the board chair and would be published as required by law.

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

Complaints Committee:

Mr. Owens, Compliance Officer presented the following report on behalf of Complaints Coordinator, Ellen Brocato:

The committee has received 3 new complaints since the March meeting.
Consent Agreements are being drafted and considered on 5 complaints.
An informal meeting will be scheduled on 1 complaint.
There are currently 5 complaints still in the investigation stages.

Finance Committee:

Mr. Tuminello made a motion to approve the March LSBEP invoice if no apparent discrepancies are noted. None opposed and the motion passed.

The Reconciliations for March were reviewed and discussed. Ms. Muray made a motion to approve the Checking and Savings Reconciliations for March. None opposed and the motion passed. The board reviewed the Balance Sheet, General Ledger, Monthly Profit and Loss and Profit & Loss Budget vs. Actual for March. Dr. Boudloche made a motion to approve the full financials for March with no apparent discrepancies note. None opposed and the motion passed. Several items were discussed which were under or above the amounts projected in the budget. Ms. Boe will present an amended budget at the May meeting for FY 20/21 for the board to consider.

Ms. Boe requested permission to purchase an additional desktop to handle the influx of applications expected to be processed online when the application software goes live possibly by the end of May. Mr. Tuminello made a motion to purchase a desktop. None opposed and the motion passed.

Mr. Tuminello advised the board as Complaints Committee Chair, he is overseeing a complaint in which our Complaints Coordinator recused herself. He advised the board of the need to start a search for a second Complaints Coordinator to handle situations such as this and overflow should the number of complaints increase. Mr. Tuminello made a motion to begin the process to contract with a second Complaints Coordinator. None opposed and motion passed.

Jurisprudence Committee:

No new business

Legislative Oversight Committee:

Ms. Boe informed the board SB 38 filed by Senator Foil on behalf of the board to set the term limits for board members to four years is proceeding through legislation. There are very few bills affecting the board this year as it is a fiscal year. Ms. Boe will continue to monitor.

Policies and Procedures Committee:

No new business

Continuing Education Committee:

The board reviewed the continuing education reports that were audited and the documents provided. Mr. Owens was instructed to contact those who were still not in compliance.

Supervision Oversight Committee:

SCaBA duties were discussed so Ms. Boe and Mr. Owens would have a better understanding of what they are allowed to do as an assistant behavior analyst. This will assist in preparing SCaBA supervision audits.

Mr. Owens left the meeting at 1:30 p.m.

Long Range Planning:

The board will work on these items throughout the year.

Discussion Items:

Ms. Boe reported the on-line application software was delayed due to her surgery on April 1st but is on track again and could be ready to test by the May 12th meeting.

Ms. Boe provided all board members a copy and a reminder to file their Tier 2.1 Reports.

Mr. Tuminello asked to offer an additional item in Finance and the board agreed to allow. Mr. Tuminello made a motion to give Ms. Boe a \$5,000.00 raise to begin with the next pay period and acknowledged her work and dedication through COVID to keep the board operational. None opposed and the motion passed. Ms. Boe thanked the board for this acknowledgement.

Ms. Boe informed the board she received a question about the board's stand on telehealth. She advised the individual that the boards' rules on telehealth only pertain to supervision requirements through remote supervision. The board members discussed that some had heard there may be some changes in what insurance providers will cover in relation to telehealth for aba services and this may be why the call was received. The board reiterated that although telehealth supervision is allowed with various guidelines, it is still the LBA's responsibility to supervise in a schedule and mode consistent with evidence-based practice and sufficient to ensure competency in the delivery of each client's current treatment programs and as always stated in-person, on-site supervision is preferred. During the promulgation of this rule, the intent was to provide services to clients in rural areas who otherwise were not receiving any services.

The board decided to schedule future board meetings at the May meeting as 2 members were absent.

Ms. Wright adjourned the meeting at 1:54 p.m.

Louisiana Behavior Analyst Board
Credential Review Minutes
April 20, 2021
(Executive Session)

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

4.21/1 – The Board moved unanimously to **approve** registration with monthly updates if CBC matches.

4.21/2 – The Board moved unanimously to **approve** registration with monthly updates.

4.21/3 – The Board unanimously moved to **approve** registration if CBC matches. Mr. Tuminello abstained.

4.21/4 – The Board unanimously moved to **approve** registration with monthly updates.

4.21/5 – The Board moved unanimously to **approve** registration.

4.21/6 – The Board moved unanimously to **approve** registration.

4.21/7 – The Board moved unanimously to **approve** registration. Mr. Tuminello abstained.

4.21/8 – The Board moved unanimously to **approve** registration.

4.21/9 – The Board moved unanimously to **postpone** consideration until May 2021 pending receipt of additional documentation. Mr. Tuminello abstained.

4.21/10 – The Board moved unanimously to **approve** registration. Mr. Tuminello abstained.

4.21/11 – The Board moved unanimously to **approve** registration if CBC matches.

4.21/12 – The Board moved unanimously to **continue** registration with monthly updates.

4.21/13 – The Board moved unanimously to **postpone** consideration until May 2021 pending receipt of additional documentation.

4.21/14 – The Board moved unanimously to **postpone** consideration until May 2021 pending receipt of additional documentation.

4.21/15 – The Board moved unanimously to **approve** registration if CBC matches.

4.21/17 – The Board moved unanimously to **continue** registration if CBC matches.

3.21/24 – The Board moved unanimously to **approve** registration.

2.21/2 – The Board moved unanimously to **deny** registration due to applicant failure to provide the Board with requested documentation

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

6.19/5 – The Board moved unanimously to **continue** registration uninterrupted and discontinue monthly updates.

6.7/B – The Board moved unanimously to **continue** registration uninterrupted and discontinue 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.

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

1.21/17 – The Board unanimously moved to **continue** registration uninterrupted and discontinue monthly updates.

2.21/14 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates. Mr. Tuminello abstained.

12.17/D – 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:

N/A