

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

BOARD MEETING MINUTES: November 14, 2017
(Approved December 12, 2017)

Committee meetings began at 9:30 a.m.

Pursuant to LSA R.S. 42:6.1(4), Mr. Tuminello moved to enter Executive Session to review Line Technician file 7.17/10 and hear testimony regarding the matter. After review of the documentation and hearing the testimony, Mr. Tuminello moved to reverse the administrative revocation and reinstate the line technician with conditions. None opposed.

Working board lunch began at 11:45 p.m. and ended at 12:10 p.m.

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Chair Alfred Tuminello at 1:30 p.m., Tuesday, November 14, 2017 at 8706 Jefferson Highway, Suite B, Baton Rouge, Louisiana 70809. Present were Board Members: Alfred Tuminello, Jr., Jennifer Longwell, Ph.D., Lloyd Boudloche, Jr., Ed.D., Renee Cole, Scott Williamson and Executive Director Rhonda Boe. Jesse Lambert, Ph.D. was absent.

A motion was made by Dr. Longwell to approve the agenda for the November 14, 2017 meeting. None opposed and the motion passed.

A motion was made by Mr. Tuminello to approve the minutes of the October 10, 2017 meeting. None opposed and the motion passed.

A motion was made by Mr. Tuminello to approve the amended minutes of the September 12, 2017 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Mr. Tuminello moved to enter Executive Session to review and discuss applicant files at 1:33 p.m. None opposed and the motion passed.

Mr. Tuminello closed Executive Session at 1:35 p.m. and reported the following:

Credentials Review Committee:

Behavior Analyst Applicants 11.17/A, 11.17/B, 11.17/C, 11.17D, 11.17/E, 11.17/F, 11.17/G, 11.17/H and 11.17/I were reviewed and approved

Line Technician Applicants 11.17/6 and 3.17/3 were reviewed and approved.

Line Technicians 11.17/1 and 10.17/8 were reviewed and approved to continue without interruption.

Line Technician Applicant 11.17/3 was reviewed and approved pending receipt of results and only if the information matches exactly.

Line Technician Applicant 11.17/2, 11.17/5 and 10.17/2 were deferred to next meeting with request for more documentation.

Line Technician Applicant 11.17/4 was approved to continue until end of year pending receipt and review of additional documentation.

Line Technician Applicant 3.17/3 made a request in response to letter requesting more documentation which was approved. Applicant will be reviewed again pending receipt of documents.

Complaints Committee:

The complaints coordinator reported there were presently five open complaints.

1 – Response to new notice received. Next phase – filing Administrative Complaint.

2 – Extension granted to answer.

3 – Extension granted to answer.

Call received about a possible new complaint.

Letter of education sent to an LBA advising of inappropriate supervisory multiple relationship has been resolved.

Board reviewed information received concerning a line technician. The board conducted a call to question as to whether or not to revoke registration. The results were Tuminello – yay, Longwell – yay, Boudloche – yay, and Cole – yay and Williamson - yay. A letter of revocation will be sent to the line technician and the supervising LBA.

Board reviewed information received concerning an LBA. The LBA was not identified, only the possible violations and due to the seriousness of the concerns, the board conducted a call to question as to whether or not to proceed with a board initiated complaint. The results were Tuminello – yay, Longwell –yay, Boudloche – yay, and Cole – yay. Williamson abstained. A notice letter will be sent after consultation with board attorney.

Finance Committee:

Mr. Williamson made a motion to pay the LSBEP October invoice. None opposed, motion passed.

The October Reconciliations were reviewed and no apparent discrepancies were noted. 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 October. No apparent discrepancies were noted. Mr. Williamson made a motion to approve the financials presented. None opposed.

Jurisprudence Committee:

No new business.

Legislative Committee:

The board continued discussing sunset procedures. Mr. Williamson, LaBAA Liaison, informed the board he and Dr. Shanman had not yet met to discuss sunset procedures and any concerns. Dr. Longwell, Community Liaison, advised the board the groups she reached out to had no concerns. The board reviewed information they will provide for the review.

Policies and Procedures Committee:

No new business.

Continuing Education Committee:

Ms. Boe advised the Final Rule was published October 20, 2017 and is on the LBAB website.

Supervision Oversight Committee:

Mr. Williamson informed the board Phase II was complete for one audit and a letter would be sent with findings. Mr. Williamson has Phase II request ready for a second audit. Information will be received to review at the next meeting. A report will be provided to the board.

Long Range Planning Committee:

Ms. Boe met with General Informatics and advised them the board will take bids again next fiscal year for a portal for renewals and storage of CEUs for LBAs.

Discussion Items:

The board reviewed a letter from LSBEP in response to their request concerning a dually licensed LBA and Psychologist. Both boards agreed with the interpretation of policies. LBAB will follow up with a letter to the LBA.

Renewals are going slow and usually pick up after Thanksgiving. The Paypal is working as an alternative to purchasing money orders.

A question was brought up concerning retirement of an LBA. There is no retirement or inactive status at this time. An LBA would just let their license lapse. A letter can be sent to the board by the LBA stating their decision to retire to be placed in their file.

Executive Director's Report:

Ms. Boe presented the board with a Declaration she signed for the Advocacy Center attesting that the LBA Licensure list on the website is updated monthly and lapsed licenses are removed from the list. The list cannot be used as verification as it does not show status or disciplinary actions.

Ms. Boe advised the board about topics discussed at the Executive Director's meeting including cybersecurity tips, the way other boards process background checks, and that no other board had information to share concerning sunset procedures.

Mr. Tuminello adjourned the meeting at 2:30 p.m.