

## **MEETING MINUTES APPLIED BEHAVIORIAL ANALYST LICENSING COMMITTEE**

**DATE:** November 28, 2022

**TIME:** 9:00 A.M.

**LOCATION:** Health Related Boards 665 Mainstream Drive Nashville, TN 37243

### **COMMITTEE MEMBERS**

**PRESENT:** Catherine Terry, PhD - Chair  
Amanda Spiess, BCBA  
Esther Bledsoe, BCBA-D  
Timothy Cripps - schedule to arrive late  
Elizabeth Grinder -excused absence

### **BCBA STAFF**

**PRESENT:** Angela M. Lawrence, Interim Board Director  
Elta Breen, Associate General Counsel

Ms. Lawrence called the meeting to order at 9:00 a.m. A roll call vote was conducted, and a quorum was present. The meeting was turned over to acting Board Chair, Dr. Terry.

### **Finance Office Report**

Alicia Grice, Fiscal Office Director presented the Committee's FY 2022 yearend financial report. The total expenditures for this period are \$78,959.70, total revenue is \$153,902.74 and the total net is \$74,943.04. Due to a current carryover balance of \$378,360.67. Ms. Grice recommended the Committee discuss a fee reduction to bring them closer to the target amount of \$104,000 and presented scenarios for there consideration. After discussion, Ms. Bledsoe motioned to accept the previous fee reduction previously approved; with the proposed reduction of the LBA renewal from \$300.00 to \$110.00 and the LBA application fee from \$250.00 to \$0.00, as well as the LABA renewal from \$200.00 to \$50.00 and LABA application fee from \$150.00 to \$100.00. Ms. Spiess seconded the motion. The motion passed.

### **Review/Approve Minutes**

Upon review of the August 22, 2022, minutes, Dr. Bledsoe made a motion, seconded by Ms. Spiess to approve the minutes. The motion carried.

### **Office of Investigations**

Roger Knowlton, Intake Specialist for Office of Investigations, presented the investigations report for opened and closed complaints for the year 2022 year to date. There were no new complaints open

against LABA. There were ten (10) complaints opened against LBA with two (2) being closed for insufficient evidence, two (2) closed with referral to the Office of General Counsel, five (5) closed with no action and one (1) closed with a letter of warning.

**Office of General Counsel**

Ms. Breen provided a summary of the disciplinary coordinator reporting the total number of Applied Behavior Analyst being monitored is two (2) of those is one (1) being reprimanded with terms and one (1) is revoked with terms. She also provides the OGC report with there are no consent orders, no agreed orders and currently no open cases in OGC and no legislation.

**Administrative Report**

**As 11/26/2022**

<b>LBA</b> <i>This count also includes 13 LBAD</i>	<b>LABA</b>
Active Licensees – 888	Active Licensees – 21

**LICENSING STATUS SINCE LAST MEETING**

<b>LBA</b>		<b>LABA</b>	
Application in Process	53	Application in Process	2
New Licensed	39	New Licensed	2
Renew	103	Renew	1
Online	99	Online	1
Retired	0	Retired	0
Expired	19	Expired	1
Reinstated	1	Reinstated	0

**Applicant File Review**

Tera Campbell – Ms. Campbell appeared before the Committee due to derogatory information on her criminal background check showing an indication in April of 2021. After review of the file and discussion, Ms. Bledsoe made a motion to approve the license application. The motion was seconded by Ms. Spiess and the motion passed.

Kathleen Mack – Ms. Mack appeared before the Committee due to derogatory information on her criminal background check showing an indication in October 2016 as well as prior board action taken in Missouri. She currently holds a license in Texas as well as a current certification with BACB. Ms. Mack was informed that even though her application was temporarily approved by the administrative staff, the final decision would be by the Committee and her presence was required for any questions the Committee may have. After review and discussion of the file, Ms. Bledsoe made a motion to approve the license application. The motion was seconded by Ms. Spiess and the motion passed.

Ms. Lawrence asked for guidance for the administrative staff as to what this Committee would like to see moving forward. After discussion the Committee would like to see all applicants that have derogatory information within the last 5 years or in cases where there has been a professional credential refused, revoked, or suspended over any time span, they would appear before the Committee. If necessary, the Committee also delegated review of such cases to the Committee consultant, Anette Little to review along with the advisory attorney. Ms. Elta Breen will investigate if a policy is required.

### **Discuss and Ratify/Deny Newly Licensed**

#### **Newly Licensed Behavior Analysts and Assistant Behavior Analysts**

Ms. Bledsoe made a motion to ratify the list of Licensed Behavior Analysts as well as the list of Assistant Behavior Analyst. Seconded by Ms. Spiess and the motions passed. The list of 41 newly licensed Behavior Analysts will go before the Board of Examiners in Psychology at their next meeting for ratification.

#### **Behavior Analyst**

Kelsey Abernathy  
Lucy Benson  
Cathy Bentley  
James Paul Blackmon  
Shauna M. Blady  
Audrey Blunt  
Alexandria Brown  
Karen D. Browne  
Lorie Brunetti  
Emily A. Childs  
Leslie Carol Collins  
Bridgette Louise Doucet  
Elizabeth Laine Collins  
Lauren Nicole Fairand  
Brittinaey Freeman  
Lisa Hanna  
Jessica Joy Hicks  
Brittany Hunter  
McKenna Jolee Jensen  
Ingrid Jones  
Lisa Ann Jones

Kelleen Eve Kennon  
Jennifer Lei Kube  
Kathleen Mack  
Misty Madden  
Kenesha Malone  
Alainey R. Manning  
Kalee Ann Miracle  
Alexis Moore  
Adithyan Rajaraman  
Rachel Reiner  
Melissa S. Reynolds  
Johanna Scheets  
Leila C. Shearer  
Christi Sleigher  
Amanda Leaann Trahan  
Baylee Webb  
Jeannette Weyant  
Hailey C. Wilcox

#### **Assistant Behavior Analyst**

Ashley Nicole Lanier  
Mindy Dawn Phillips

Committee Consultant, Annette Little requested that a specific time be established to complete the Rule review. After a brief discussion, the Committee decided to schedule additional time during the February 27, 2023, meeting for Rule review to include the fee reduction approved earlier.

Ms. Elta Breen asked for the Committee to send administrative staff and or board members to the FARB Conference being held in Nashville, January 26-28, 2023. Ms. Spiess made a motion to approve three (3) to attend the conference to include a committee member, staff member and Committee attorney. Ms. Bledsoe seconded the motion and the motion passed.

Ms. Lawrence checked for sign-ins for public comment. Having none other than an applicant interview, Ms. Spiess made a motion to adjourn, seconded Ms. Bledsoe. The meeting adjourned at 10:06 am.