

**MEETING MINUTES
APPLIED BEHAVIORIAL ANALYST LICENSING COMMITTEE**

DATE: February 28, 2022

TIME: 9:00 A.M.

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

COMMITTEE MEMBERS

PRESENT: Catherine Terry, PhD - Chair
Timothy Cripps, BCBA
Elizabeth Ginder, BCBA

COMMITTEE MEMBERS

ABSENT: Amanda Spiess, BCBA
Esther Bledsoe, BCBA-D

STAFF

PRESENT: Lisa Williams, Board Administrator II
Diana Hunley, Board Director
Jessica Turner, Senior Associate General Counsel

Ms. Hunley called the meeting to order at 9:06 a.m. A roll call vote was conducted and a quorum was present. The meeting was turned over to acting Board Chair, Dr. Terry.

Election of Officer

The term of Dr. Peter Beddow, Board Chair, ended as a board member prior to this meeting and Dr. Catherine Terry started the meeting as acting chair. A nomination for Catherine Terry for Board Chair was made by Mr. Cripps, seconded by Ms. Ginder. The motion carried.

Review/Approve Minutes

Upon review of the November 15, 2021 minutes, Mr. Cripps made a motion, seconded by Ms. Ginder to approve the minutes. The motion carried.

Office of Investigations

Jaime Byerly, Office of Investigations Director, presented the year-to-date report and the 2021 overview of complaints. The year to date in 2022, she stated they have opened two new complaints. One complaint was for fraud or false billing and one was for unlicensed practice. There are eight complaints that carried over from 2021. There are ten complaints currently open. In 2021, there were a total of eight complaints opened and seven complaints were closed. Of the seven that were closed, three were insufficient evidence, one was sent to the office of general counsel for discipline, two were closed with no violation and one was closed with a letter of warning. A letter of warning is not reportable to the national practitioner data bank and is therefore not considered public discipline. Of the new complaints opened last year, one was for fraud and false billing, two were for unlicensed practice, two were for unprofessional conduct, two were for lapsed license and one was for failure to supervise.

Financial Report

Matt McSpadden, Fiscal Manager for the division of Health Licensure and Regulation, presented the midyear fiscal report. This report will cover July 1, 2021 through December 31, 2021. The actual revenue expenditures for the first half of the fiscal year 2022 came in with payroll expenditures of \$10,394, other direct board expenditures of \$1,892, total direct expenditures to the board of \$12,286, total allocated expenditures of \$23,189 and total expenditures to the board of \$35,476. The board fee revenue for the first half of the year was \$77,110 for a current year net of \$41,633. The total technology improvements were \$329. The cumulative carryover reserve balance was \$346,996. In August 2021, the board voted to reduce fees and get the rule change ready and to be processed.

Office of General Counsel

Ms. Turner stated there is one lapsed license case in her office for discipline. There are currently no monitored licensees.

Administrative Report

Ms. Williams gave the administrative report stating that as of February 13, 2022 there were currently 784 active licensed Behavior Analysts and 20 active licensed Assistant Behavior Analysts. There were 20 behavior analyst applications in process and 0 assistant behavior analysts. Applied Behavior Analysts licensed since the last meeting were 49 new behavior analysts and 1 new assistant behavior analyst. There were 61 renewals for behavior analysts and 1 renewal for assistant behavior analyst. There was 0 retired license for behavior analysts, 14 behavior analysts that have expired, 0 assistant behavior analyst that has retired and 0 assistant behavior analysts expired. There was 0 reinstated behavior analysts and 0 reinstated assistant behavior analysts. The date of the next committee meeting is May 23, 2022 and other the dates for the year 2022 are August 22, 2022 and November 28, 2022.

Discuss and Ratify/Deny Newly Licensed

Newly Licensed Behavior Analysts and Assistant Behavior Analysts

Dr. Terry called for a motion to ratify the list of Licensed Behavior Analysts. Mr. Cripps made a motion to ratify the list of Licensed Behavior Analysts, seconded by Ms. Ginder. A roll call vote was taken and the motion carried. The list of 49 newly licensed Behavior Analysts was approved to go before the Board of Examiners in Psychology on March 17, 2022, to be ratified.

Behavior Analyst

| | |
|------------------------|--------------------------|
| Adkins Juanita Evelyn | Kreke Amber |
| Anderson Daniella | Lamb Molly |
| Baine Jenna Nicole | Magee Alexandria |
| Banks Jordan | Marmande Elizabeth |
| Bridges Dian R | Miller Shayconna |
| Bunt Abigail | Owens Kelti |
| Carcone Nicole | Pereboom Kalissa |
| Cardona Laura | Plemons Sherry Renee |
| Carranza Irina | Pounds Kayla Rea |
| Corpus Eric | Reynolds Paula |
| Davis William | Richardson Rebecca |
| Freeman Mandy Lynn | Ross Bess |
| Furniss Allison | Rudolf Rachel Anne |
| Gao Zichen | Schellhammer Elizabeth P |
| Gomez Morales Nancy | Simmons Brooklynn |
| Gronewold Jennifer Kay | Sisson Tyler Brett |
| Hadley Kendra | Summers William K |
| Hammond Sybil | Thomas Talia |
| Hare Amanda J. | Tyree Julie |
| Hatmaker Kathryn | Underwood Theron Keith |
| Jackola Kailee | Unklesbay Taylor |
| Juarez Adam Pablo | Williams Kayla |
| Kiki Alena S | Windsor Sienna |
| Kleiber Courtney Jean | Wright Brittany D |
| Knight Janiah Paige | |

Dr. Terry called for a motion to ratify the Licensed Assistant Behavior Analysts. Mr. Cripps made a motion to ratify the list of Assistant Behavior Analysts, seconded by Ms. Ginder. The motion carried. The list of 1 newly licensed Assistant Behavior Analyst was approved to go before the Board of Examiners in Psychology on March 17, 2022, to be ratified.

Assistant Behavior Analyst

Smith Lauren Vantrease

Discuss adopting a policy regarding licensure applicants practicing without a license

Ms. Turner stated that the policy would either set minimum discipline standards so that someone would be aware of that and it may invite an applicant before the board. Ms. Turner provided the board with two examples of the policy to help guide them in making a decision for the wording of the policy. The samples were similar except one added disciplinary parameters. She reminded the board that the psychology board would also have to vote on the policy if a decision for a policy is made. Dr. Terry called for a motion to accept one of the policy examples. The board discussed the two examples and agreed that they preferred the policy with the minimum disciplinary standards noted in the policy. Mr. Cripps made a motion to accept the policy with minimum disciplinary standards and read the policy into the meeting, seconded by Dr. Terry. The motion carried.

Discuss and take action concerning the review of the rules as stated in Public Chapter 328

Ms. Hunley stated that Public Chapter 328 is calling for a review of the rules to be completed and the board is responsible to submit by December 1, 2023 specific information regarding the rules in a report. She stated other boards have accomplished this requirement through use of a taskforce. She stated that associations often become involved with the taskforce and previous board members may want to become involved. Dr. Terry acknowledged Dr. Annette Little who has expressed an interest in this taskforce. The taskforce will bring their findings to the board near the end of the process. The purpose today is to determine if a board member is interested in serving on the taskforce and then the taskforce will create itself going forward. Ms. Ginder did express interest in participating.

Adjourn

With no other Committee business to conduct, Dr. Terry called for a motion to adjourn. Dr. Terry made a motion, seconded by Mr. Cripps to adjourn at 9:43 a.m. The motion carried.

These minutes were ratified at the May 23, 2022 APPLIED BEHAVIORIAL ANALYST LICENSING COMMITTEE meeting.