

**MEETING MINUTES
APPLIED BEHAVIORIAL ANALYST LICENSING COMMITTEE**

DATE: November 19, 2018
TIME: 9:00 A.M.
LOCATION: Health Related Boards Conference Center
Poplar Room, 665 Mainstream Drive
Nashville, TN 37243

**COMMITTEE MEMBERS
PRESENT:**

Michael S. Tonos, BCBA, Chair
Peter A. Beddow, BCBA-D
Catherine Terry, Ph.D
Amanda Spiess, BCaBA

**COMMITTEE MEMBERS
ABSENT:**

Mallory Garrett, BCBA

**STAFF
PRESENT:**

Teddy Wilkins, Unit Director
Lisa Williams, Board Administrator II
Paetria Morgan, Assistant General Counsel

Mr. Tonos called the meeting to order at 9:01 a.m. A roll call vote was conducted and a quorum was present.

Review/Approve Minutes

Upon review of the August 20, 2018 minutes, Dr. Terry made a motion, seconded by Dr. Beddow, to approve the minutes. The motion carried.

Financial Report

Noranda French with the Division of Licensure and Regulation presented the Fiscal Year End 2018 report. Salaries and Wages closed at \$16,978, Employee Benefits closed at \$5,819, Communications closed at \$820 and Professional Services and Due closed at \$495. Allocated expenditures consisted of Administration at \$2,443, Legal at \$1,778 and the Cash Office at \$256. The current year expenditure amount totaled \$28,591. The Committee generated revenues of

\$130,980. Giving the committee a generated net of \$102,388. The committee's portion of LARS (Licensing and Regulation System) closed at \$2,133. The cumulative carryover closed at \$2,133. Licensure and Regulation will be tracking these for a five-year period which began in 2016. Included in the tracking will be how revenue is collected. Currently 71% of revenue is being collected from application fees and 29% is coming from the licensure fees. Ms. Wilkins stated that the committee will not be having the huge number of initial licensees as we have had since the majority of Behavior Analysts are now licensed and revenue will mainly come from renewal fees.

Office of General Counsel

Ms. Morgan stated there are no consent orders, agreed orders or open cases in the Office of General Counsel. Ms. Morgan reviewed the conflict of interest policy.

Administrative Report

Ms. Williams stated there are currently 389 active licensed Behavior Analysts and 9 active licensed Assistant Behavior Analysts and 25 provisionally licensed from the Department of Intellectual Disorders and Disabilities (DIDD.) There are 6 behavior analyst applications in process. Licensed since the last meeting are 25 new Behavior Analysts and 2 new Assistant Behavior Analysts. There are 25 renewals for behavior analysts and 2 renewals for assistant behavior analysts.

Discuss and Ratify/Deny Newly Licensed

Newly Licensed Behavior Analysts and Assistant Behavior Analysts

Mr. Tonos called for a motion to ratify the list of Licensed Behavior Analysts. Dr. Terry made a motion to ratify the list of Licensed Behavior Analysts, seconded by Dr. Beddow. The motion carried. The list of 25 newly licensed Behavior Analysts is approved to go before the Board of Examiners in Psychology on December 6, 2018, to be ratified.

Behavior Analyst

Ballard-Scott Laura A.	Needham Carolina F.
Carter Chelsea Elizabeth	Newman Bobby
Dahlgren Tammy K.	Porter Madeline E.
Davis Tammy	Ridley Hannah Ree
Hart Jennifer Darlene	Sandefur Bethany Grace
Hice Emily	Schulenburg Alexis N.
Jedrzynski Thomas M.	Shibley Lauren Boone
Lankford Alicia Joanne	Shreve Nichole M.
Markland Shawnee Mae	Shuster Sarah B.
Martinez Jane M.	Spiess Amanda
Mccoy Melissa Kate	Thompson Jean Marie
Mckee Erika Haley	Wieckiewicz Ashley M.
Naylor Jennifer S.	

Mr. Tonos called for a motion to ratify the Licensed Assistant Behavior Analysts. Ms. Spiess made a motion to ratify the list of Assistant Behavior Analysts, seconded by Dr. Beddow. The motion carried. The list of 2 newly licensed Assistant Behavior Analysts is approved to go before the Board of Examiners in Psychology on December 6, 2018, to be ratified.

Assistant Behavior Analyst

Fairand Lauren Nicole
Terry Kathryn E.

Review Correspondence

The committee reviewed a letter from Angelique Dilworth-Crockett expressing her concerns about the DIDD deadline of July 1, 2019 to be fully licensed as stated in TCA 63-11-307(c)(5). Ms. Wilkins pointed out that the committee does not have any influence over the BACB national certification board and their requirements. Ms. Dilworth voiced her complaint in the letter concerning the changes she perceived in the requirements by the BACB causing her to possibly not be able to make the July 1, 2019 deadline as set forth in the state statute and is desiring an extension of the deadline. Ms. Morgan reminded the committee that they cannot change the statutory language and therefore cannot change the date. Mr. Tonos stated that the committee cannot make this change because it would be breaking the law. Dr. Beddow addressed her concern for the plan of care for clients she is currently seeing after July 1, 2019. Mr. Tonos stated that the committee cannot make a decision about this concern. She is working within the DIDD system and the DIDD has adopted the professional and ethical code of the certification board. As part of the DIDD's operating guidelines or rules, it is her responsibility to make an appropriate referral to the licensed behavior analysts that she may not be able to serve starting July 1, 2019. Mr. Tonos states that the statement in the letter concerning behavior analysts being licensed before a certain date would not need certification has never been the guideline from the DIDD once they adopted board certification. He stated that DIDD has never superseded board certification. Mr. Tonos called for a motion to have a letter drafted to Ms. Dilworth-Crockett regarding this conversation and the committee's sympathy and inability to address these concerns in the fashion that she would like. Dr. Terry made a motion for committee correspondence informing her of what was discussed in the committee today, seconded by Dr. Beddow. The motion carried. Mr. Tonos requested legal counsel to draft the letter.

Office of Investigations

Ms. Wilkins and Ms. Morgan stated that they were unaware of any complaints and none were showing on the report that was sent for the committee meeting.

Adjourn

With no other Committee business to conduct, Ms. Spiess made a motion, seconded by Dr. Terry, to adjourn at 9:34 a.m. The motion carried.