



Mississippi Autism Board
P.O. Box 136
Jackson, Mississippi 39205
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Special Meeting
Mississippi Autism Board Meeting
January 17, 2020 11:00 a.m.
Woolfolk Building #138N
Jackson, MS 39201

MINUTES

A special meeting of the Mississippi Autism Board (“Board”) was called to order on Friday, January 17, 2020 at 11:02 a.m. by board member, Dr. Emily Johnson.

Board Members Present: Emily Johnson, Ph.D., Sheila Williamson, Ph.D., Neelima Duncan, Ph.D., and Krystal Thurman, Ed.D. (Secretary)

Others Present: Leyser Hayes, Esq. (Attorney General’s Office), Stacie Sharp (Board Administrator)

First Matter of Business: ABA Capitol Day

ABA Capitol Day is listed for April 1, 2020 from 8:00 am to 11:00 am. Johnson shared background pertaining to the way Secretary of State reserved the space last year and explained how it was approached in 2019. Johnson will contact Leah Rupp-Smith or Anna Moak, both with the Lt. Governor’s office, about ABA Capitol day. The Board will have a table and will need to provide a table cover and materials for those in attendance.

Second Matter of Business: Investigation Report #18004

The report was discussed in Executive Session.

Third Matter of Business: Renewals Report

There were a number of practitioners that did not renew. A majority whose licenses expired moved out of state. Two renewals are scheduled for July. Six renewals are due in October and one in November. Three licensees are non-compliant with CEs and should not be able to renew to be in compliance; one of them moved out-of-state and it is expected the individual will not renew. The Board will meet in July 2020 for the next regular meeting and reminders for October and November renewals will be sent in advance. The deadline for CEU renewals is June 30, 2020.

Executive Session

Johnson made a motion to enter into Executive Session. Reasons for going into executive session:

- For investigative proceedings in the matter of cause No. 180004 due to allegations of misconduct or violation of the law.
- To review test results that are exempt from public access.

The vote was unanimous to move into executive session. Hayes announced the beginning of Executive Session. A motion to enter into Executive Session was made by Williamson. The motion was seconded and all were in favor.

A motion was made to move out of Executive Session at 11:45 a.m. The motion was seconded with no discussion and passed with all in favor. Johnson made a motion to return to open session. The motion was seconded. All were in favor and the motion passed. Guests were invited back into open session.

Fourth Matter of Business: RBT Registration and Process

Sharp spoke about past handling of RBT registration. RBTs are required to pay \$25 for the initial application but that fee doesn't get assessed each time the RBT changes supervising BCBA. She also suggested one person needs to be on a page. Johnson clarified the suggestions presented by Sharp. Sharp suggested that each RBT is assigned his/her own folder and that only one person is allowed on the application. Additionally, Sharp encouraged notating the \$25 fee requirement on each form for each submission. These steps are thought to allow for easier location of RBTs when transfers to differing supervisors are made. Removal can be on the same form – the form would say Add or Remove. The RBT number needs to be noted on each form. The spreadsheet query does not match the form that is collected. The form needs to capture what is desired in the spreadsheet. Sharp suggested making the process work more clearly. No motion is needed because there is no policy change needed. Williamson agreed to work with Sharp to streamline the form. Johnson agreed to provide copies of past forms to Williamson and Sharp. An email will go out to all practitioners, a notice will be added to the Board website, and the Board will contact BAAMS to request an email blast to its members.

Fifth Matter of Business: Oral Exam Committee

Based on recommendation of oral examination committee, Johnson presented the following for licensure approval as a licensed behavior analyst in the state of Mississippi, pending vote and approval (name followed by license number).

- Jennifer Green (200001)
- Gretchen Jones (200002)
- (201001A) (Application Pending –compliance with supervisor and background check)

Motion was made and seconded and all board members were in favor. The aforementioned licenses will be effective 01-17-2020 and will expire 01-18-2023.

Sixth Matter of Business: New Business

Duncan received an email from Dr. Steve Ellis, MS Board of Psychology (MBOP) Chair. MBOP is updating their upcoming budget. Administration needs have increased the costs and require an adjustment to the needed funding for operating the Board and MBOP. Also, adding a registration system will add costs and must be considered. MBOP will present at the budget hearing with the House Appropriations Committee on Wednesday, January 22, 2020 at 8:45 a.m. in House Room 201-A. Sharp requested a spending breakdown from DFA; currently \$6,000 has been appropriated for use by the Board. Duncan, Thurman, and Sharp agreed to attend the budget hearing with Dr. Ellis and other members of MBOP.

Duncan questioned whether the Board should request funding for an electronic registration system. Security is an added feature of the system. The initial funding ask is \$11,000. Sharp shared that ProsonITech, which is a buildable system that can be altered for the Board's specific needs (www.prosonitech.com), would likely be the best system. Board members would be able access it to review as needed. There will also be a search feature on the website that allows people to search for active licenses. Johnson will send the request that was previously sent to the budget office. Dr. Ellis wants us to attend the meeting so we can explain what the board's purpose is and how the funds will be spent. Duncan agreed to contact Board attorney, Ken Walley, to let him know we will attend the meeting and will invite him to attend in the event statutes and rules come into the discussion.

Motion was made to adjourn. The motion was seconded and unanimously approved. Meeting adjourned at 12:08 p.m. The next Board meeting will take place May 8, 2020.