



**Applied Behavior Analysis Advisory Committee
Regular Meeting Minutes
February 2, 2024**

Committee members present: Ralph Pampino, Jr., BCBA, LBA (chair)
Amber Persons-Geer, MSW, LICSW, LABA, BCaBA
(vice chair)
Nancy Rosenberg, Ph.D., LBA, BCBA-D
Andrea Elderkin, Public Member
Amy Fenwick, Ph.D., LBA, BCBA-D

Committee members absent: None

Staff members present: Kendra Pitzler, Program Manager
Tracie Drake, Acting Executive Director
Amber Freeberg, Future Executive Director
Luke Eaton, Assistant Attorney General (AAG)
Sandie Pearson, Program Support
Davis Hylkema, Program Support
Jeanine Johnson, Credentialing Supervisor
Jonathan Chamrad, Staff Attorney

Guest presenters: Bill O'Connell, Ed.D., LMHC, NCC, University of
Washington
David Cole
Carla M. Myers
Hollie Hennington Jerdes, DSHS
Penny Latham
Susan Polon
Keri Moen

On February 2, 2024 2024, the Applied Behavior Analysis Advisory Committee met via web conference. Notice of the meeting was published on the [Applied Behavior Analysis profession website](#) and was sent out through the GovDelivery listserv.

OPEN SESSION:

1. Call to Order – Ralph Pampino, Jr., BCBA, LBA, Chair

- 1.1. Call to Order – The Chair called the meeting to order at 10:02 a.m.
- 1.2. Introductions - Committee and agency staff members introduced themselves.
- 1.3. Approval of the February 2, 2024 regular meeting agenda: *Motion to approve the agenda, seconded, and approved.*
- 1.4. Approval of the October 6, 2023 regular meeting minutes: *Motion to approve, seconded, and approved..*

2. Public Comment – Ralph Pampino, Jr., BCBA, LBA, Chair

Sara White shared concerns regarding credentialing times. Alyssa Jennings, HCA provided information regarding a federal requirement. She shared that questions can be emailed to the ABA inbox at aba@hca.wa.gov. It was also asked that the effective date be the same as the start date.

3. ABA Program Statistics

3.1. Budget Report - Kendra Pitzler, Program Manager

Ms. Pitzler presented the latest budget numbers (as of December 2023) to the committee. The current fund balance is \$456, 399.

3.2. Credentialing Report – Jeanine Johnson, Credentialing Manager

Ms. Johnson briefed the committee on the latest licensing statistics, stating there is limited staff now but should hopefully be fully staffed by the end of the year to help improve processing time. The best way for applicants to apply is through the online application.

License Type	Active	Pending Applications
CBT	3,764	502
LABA	212	52
LBA	1,228	69

3.3. Disciplinary Statistics - Kendra Pitzler, Program Manager

Ms. Pitzler briefed the committee on the program’s disciplinary statistics for the previous quarter (July 2023 to December 2023) and the biennium to-date (July 2021 to June 2023).

4. Program Manager Report – Kendra Pitzler, Program Manager

Ms. Pitzler had no additional programmatic information to report at this time.

5. Executive Director Report – Tracie Drake, Acting Executive Director

Ms. Drake explained that she has been acting Executive Director and that as of February 16, 2024 she will be moving to a different position. She also shared that Amber Freeberg has been hired as the permanent Executive Director effective February 16, 2024. Amber Freeberg introduced herself to the committee.

6. ABA Licensure Rules Update – Kendra Pitzler, Program Manager

Ms. Pitzler provided an update regarding the status of the current rulemaking revisions for [Chapter 246-805 WAC](#). The CR-102 containing the final draft language is moving through the review process within the department and is currently with the Secretary of Health for final review. Ms. Pitzler anticipates filing the CR -102 in mid-February. Ms. Pitzler will send this document out prior to the rules hearing, which she expects to be held in April. The hope is for the rules to take effect in mid-summer.

7. Review meeting dates set for 2024 – Kendra Pitzler, Program Manager

Ms. Pitzler shared information regarding scheduling conflicts with the June 2024 meeting and asked the committee to consider changing the meeting date. Committee members discussed and a motion was made to change the meeting date to June 28, 2024. The motion was seconded and the members voted unanimously in favor of changing the meeting date to June 28, 2024.

8. Legislation – Amy Fenwick, Board Member and Kendra Pitzler, Program Manager

Ms. Pitzler shared that currently there have not been any bills that specifically affect the ABA licensure. She briefly went over other bills that the department is watching.

9. Licensed Assistant Behavior Analyst Requirements – Amy Fenwick

The rules for LABA require a specific number of hours in specific subject matter. The Department checks this by using the Course Verification Sequence (CVS) directory published by the Association of Behavior Analysis (ABA). The directory doesn't always give the full number of hours that each class has for specific subject(s). This varies for each college or university.

Ms. Pitzler and Ms. Fenwick have discussed solutions to address this issue. It was suggested to work with the university to create a matrix. Ms. Rosenberg and Ms. Fenwick will work together on this and report back at a future meeting.

10. Future Business – Ralph Pampino, LBA, BCBA, Chair

The committee discussed adding the following items to a future agenda:

- LABA Requirements
- Rules Update

11. Election of Chair and Vice-Chair – Ralph Pampino, Chair

Committee members nominated and unanimously voted for Ralph Pampino for Chair. The committee members nominated and unanimously voted for Amy Fenwick for Vice-Chair.

12. Adjournment

The meeting was adjourned at 12:07p.m.

Submitted by:

Kendra Pitzler, Program Manager
Applied Behavior Analysis Advisory
Committee

Approved by:

Ralph Pampino, Chair
Applied Behavior Analysis Advisory
Committee

on file

SIGNATURE

DATE

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