



HEALTH LICENSING OFFICE

Kate Brown, Governor

Oregon
Health
Authority

700 Summer St NE, Suite 320
Salem, OR 97301-1287
Phone: (503)378-8667
Fax: (503)585-9114

WHO: Health Licensing Office
Behavior Analysis Regulatory Board <http://www.oregon.gov/OHLA/Pages/index.aspx>

WHEN: 10 a.m. Nov. 18, 2015

WHERE: Health Licensing Office
Rhoades Conference Room
700 Summer St. NE, Suite 320
Salem, Oregon

What is the purpose of the meeting?

The purpose of the meeting is to conduct board business. A working lunch may be served for board members and designated staff in attendance. A copy of the agenda is printed with this notice. Go to <http://www.oregon.gov/OHLA/BARB/Pages/meetings.aspx> for current meeting information.

May the public attend the meeting?

Members of the public and interested parties are invited to attend all board/council meetings. All audience members are asked to sign in on the attendance roster before the meeting. Public and interested parties' feedback will be heard during that part of the meeting.

May the public attend a teleconference meeting?

Members of the public and interested parties may attend a teleconference board meeting **in person** at the Health Licensing Office at 700 Summer St. NE, Suite 320, Salem, OR. All audience members are asked to sign in on the attendance roster before the meeting. Public and interested parties' feedback will be heard during that part of the meeting.

What if the board/council enters into executive session?

Prior to entering into executive session the board/council chairperson will announce the nature of and the authority for holding executive session, at which time all audience members are asked to leave the room with the exception of news media and designated staff. Executive session would be held according to ORS 192.660.

No final actions or final decisions will be made in executive session. The board/council will return to open session before taking any final action or making any final decisions.

Who do I contact if I have questions or need special accommodations?

The meeting location is accessible to persons with disabilities. A request for accommodations for persons with disabilities should be made at least 48 hours before the meeting. For questions or requests contact a board specialist at (503) 373-2049.

Items for Board Action

Approval of Agenda



Health Licensing Office
Behavior Analysis Regulatory Board



10 a.m., Nov. 18, 2015
700 Summer St. NE, Suite 320
Salem, Oregon

Call to order
Introductions

1. Items for board action

- ◆ Approval of agenda
- ◆ Approval of 2016 meeting dates
- ◆ Approval of 2016 chair and vice chair

2. Reports

- ◆ Director's report
- ◆ Licensing and fiscal
- ◆ Where the Board has been; where it is going; what needs to be done

3. Executive session – Pursuant to ORS 192.660(2)(f) for the purpose of considering information or records exempt from public inspection (Legal advice)

4. Public/interested parties' feedback

5. Other board business

Agenda is subject to change.

For the most up to date information visit www.oregon.gov/OHLA

2016 Meeting Dates



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2016 meeting dates

BACKGROUND AND DISCUSSION

The Behavior Analysis Regulatory Board (Board) won't need to meet as much in 2016 as it did in 2015.

ISSUE

The Board must approve 2016 meeting times and dates. The Health Licensing Office proposes:

- 9 a.m. Thursday, Jan. 14
- 9 a.m. Thursday, March 24
- 9 a.m. Thursday, May 19
- 9 a.m. Thursday, Aug. 18
- 9 a.m. Thursday, Oct. 20

BOARD ACTION

The Board approves 2016 meeting times and dates:

**2016 Chair
and Vice Chair**



Chair and vice chair – 2016

BACKGROUND AND DISCUSSION

Jenny Fischer has served as chair for the Behavior Analysis Regulatory Board (Board), and Kurt Freeman has served as vice chair during 2015.

ISSUE

The Board must nominate and elect a chair and vice chair for 2016.

Role of the chair in meetings

- Officially call the meeting to order.
- Keep order and impose any necessary restrictions for the efficient and orderly conduct of the meeting.
- Direct the “flow” of the meeting and to ensure the meeting is conducted in a professional manner.
Some key points regarding meeting protocol include:
 - Board members wishing to speak must wait to be addressed by the chair.
 - Once addressed by the chair, the board member must state their last name for the record before speaking.
 - The chair guides members through the motion-making process.
 - If public comment is being accepted by the Board, audience members must wait to be addressed by the chair and state their full name and affiliation to the Board.
- Officially enter/exit executive session.
- Officially adjourn the meeting.

Role of the chair outside of meetings

- Collaborate with the director regarding the Board budget. The director may contact the chair to discuss the Board budget regarding revenue, expenditures and possible fee changes.
- Assist in generating meeting agendas. The board specialist or analyst may contact the chair to discuss the agenda for an upcoming meeting. The chair may be asked to comment on topics to be discussed and the format or order in which the topics should be presented at the meeting.

Role of the vice chair

The vice chair must assume the responsibilities of the chair if there is an absence or if the chair is no longer a member of the Board.

BOARD ACTION

The Board nominates and elects:

Chair:

Vice chair:

Director's Report

Licensing and Fiscal Statistical Reports

Health Licensing Office Behavior Analysis Regulatory Board

*Licensing Division Statistics as of **June 30**, 2015 **

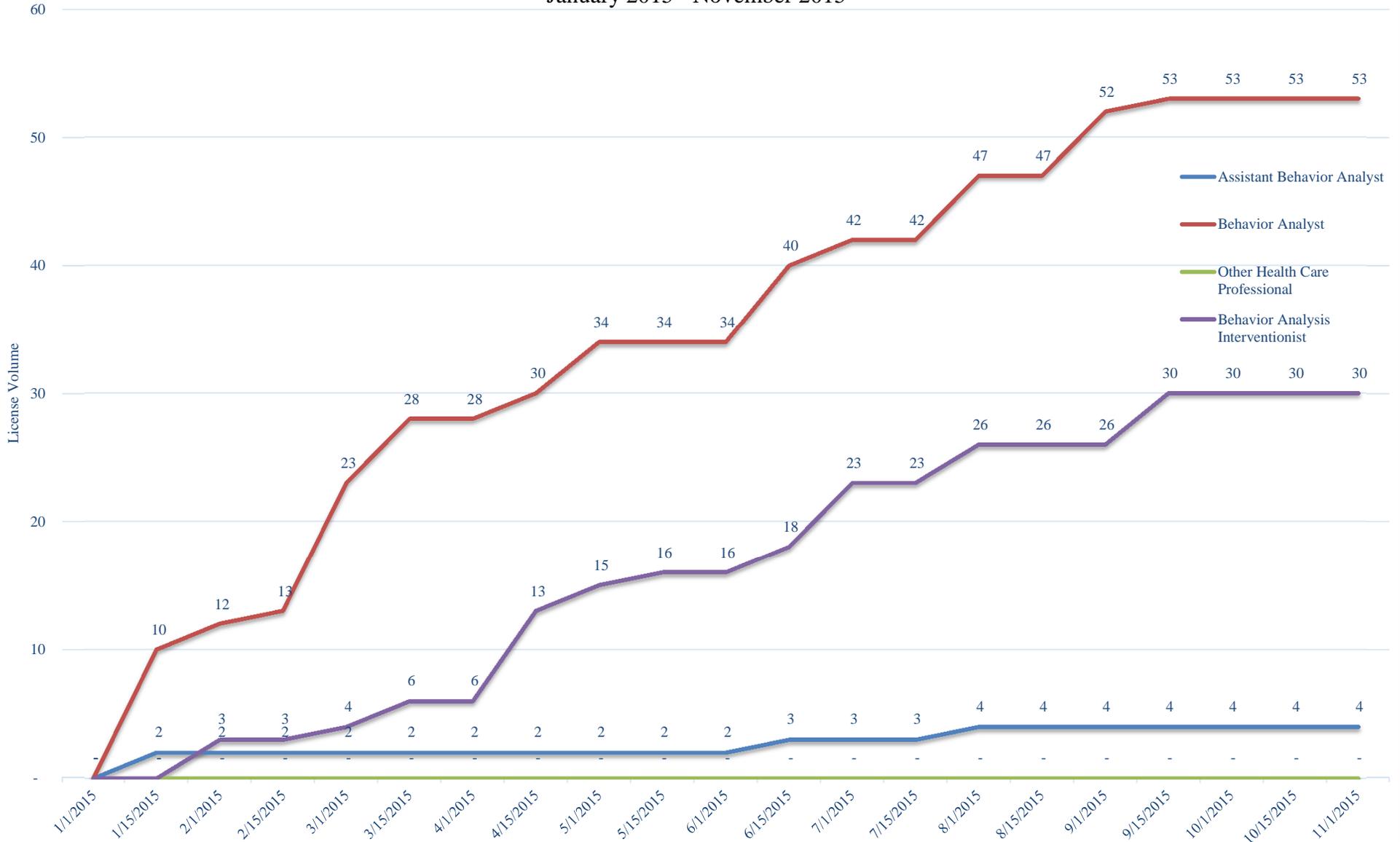
2013 - 2015 Biennium

| Authorizations Issued | | | | | | |
|-----------------------|------------------|-------------------------------|-----------------------------------|--------------------------------------|-------|-----------------------------|
| Quarter | Behavior Analyst | Assistant Behavior Analyst | Other Health Care Professional | Behavior Analysis Interventionist | Total | |
| 1st | - | - | - | - | - | |
| 2nd | - | - | - | - | - | |
| 3rd | - | - | - | - | - | |
| 4th | - | - | - | - | - | |
| 5th | - | - | - | - | - | |
| 6th | - | - | - | - | - | |
| 7th | 28 | 2 | - | 6 | 36 | |
| 8th | 14 | 1 | - | 17 | 32 | |
| Total: | 42 | 3 | - | 23 | 68 | |
| Renewals Processed | | | | | | |
| Quarter | Behavior Analyst | Assistant Behavior Analyst | Other Health Care Professional | Behavior Analysis Interventionist | Total | <i>% Renewed Online</i> |
| 1st | - | - | - | - | - | |
| 2nd | - | - | - | - | - | |
| 3rd | - | - | - | - | - | |
| 4th | - | - | - | - | - | |
| 5th | - | - | - | - | - | |
| 6th | - | - | - | - | - | |
| 7th | - | - | - | - | - | 0.00% |
| 8th | - | - | - | - | - | 0.00% |
| Total: | - | - | - | - | - | 0.00% |

** Note that this table continues to reflect activities through June 30, 2015 only since it is based on the 2013-15 biennium, and the following charts and graphs in this report are more current, including activity on through November 4th. Licensing activities for the July timeframe onward will be included in the next update to this display once we shift to the 2015-17 biennium.*

Behavior Analysis Regulatory Board

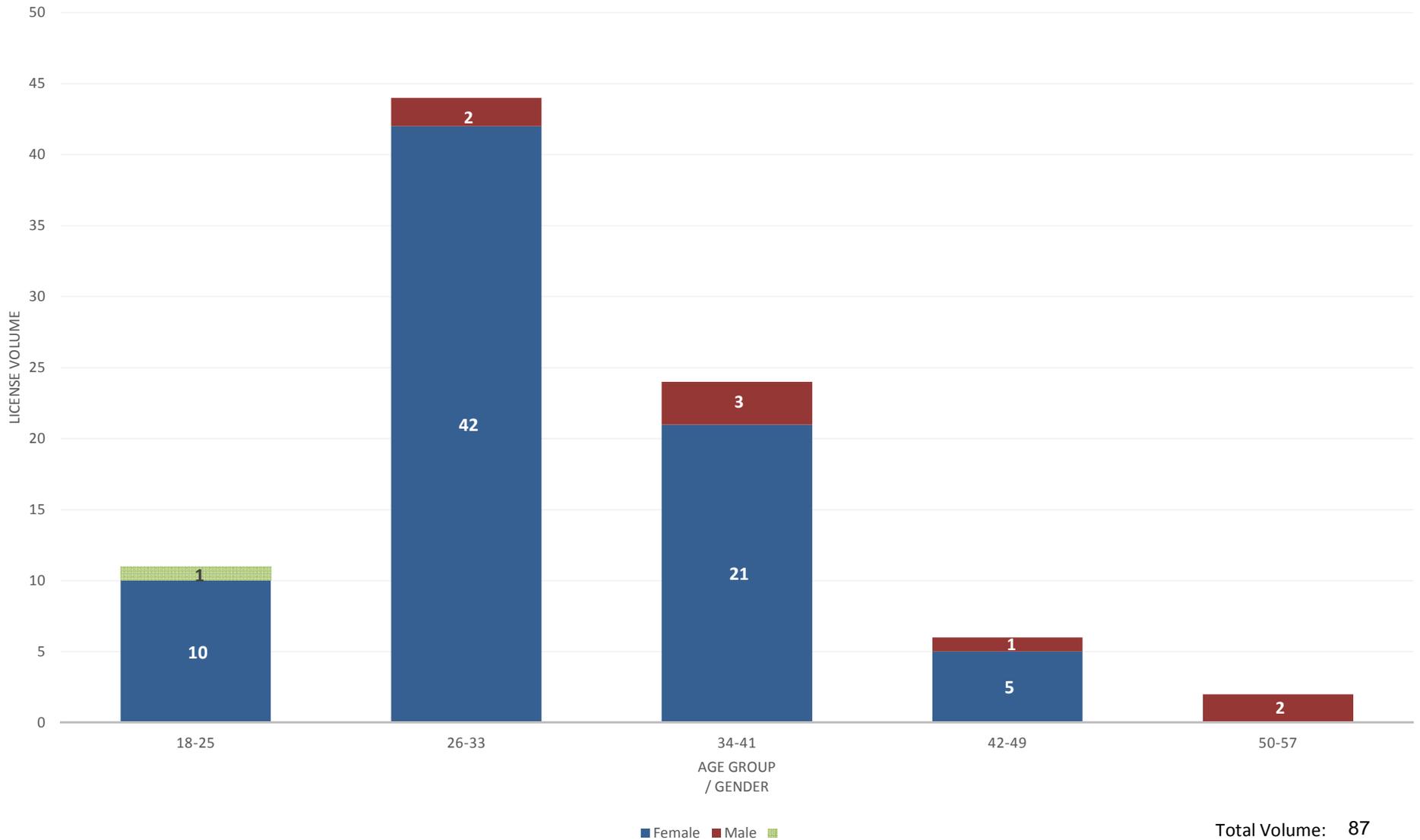
Active License Trends
January 2015 - November 2015



* Note that the bi-monthly updates in this report are temporary during the startup phase for the board, and will shift to the HLO-standard quarterly update in future reports.

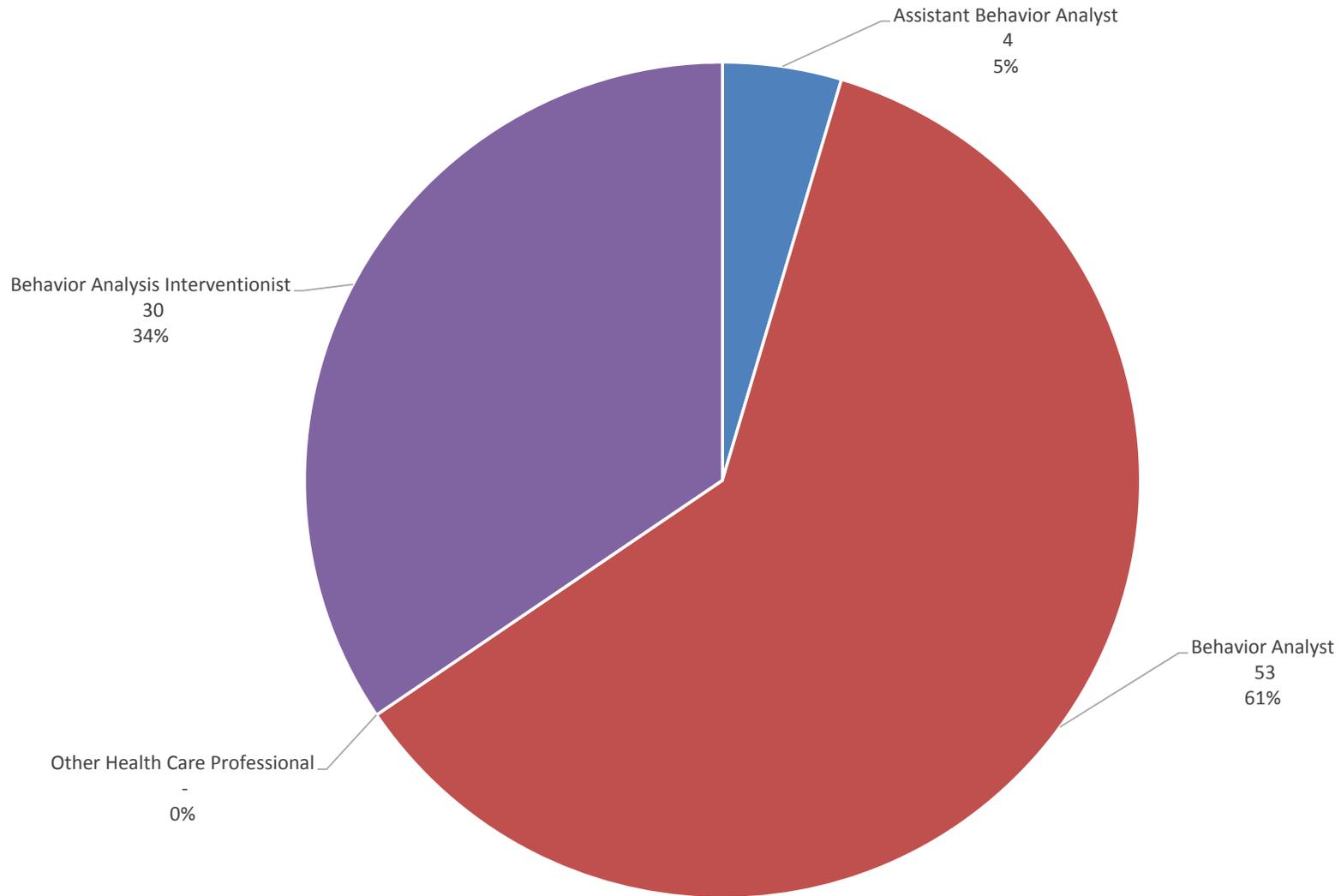
Behavior Analysis Regulatory Board

Active Licensee Volume
Statistics Grouped by Gender and Age Group as of November 4, 2015
2015-15 Biennium



Behavior Analysis Regulatory Board

License Volume by License Type as of November 4, 2015
2013 - 2015 Biennium



**HEALTH LICENSING OFFICE
Fund 7860 - BEHAVIOR ANALYSIS REGULATORY
STATEMENT OF CASH FLOW
FOR THE PERIOD 07/01/13 - 06/30/15**

CURRENT

| | | |
|--|-----------|--------------------|
| 13-15' Beginning Cash Balance | \$ | - |
| Revenues | \$ | 23,100.00 |
| Expenditures | \$ | 35,630.20 |
| Less: Accrued Expenditures | \$ | - |
| Less: Total Expenditures | \$ | (35,630.20) |
| Subtotal: Resources Available | \$ | (12,530.20) |
| Change in (Current Assets)/Liabilities | \$ | - |
| Ending Cash Balance (Actual) | \$ | (12,530.20) |

Indirect Charges are calculated using the following rates:

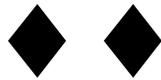
*Based on Licensee Volume as of May 20, 2013

| | |
|-----------------------------|-------|
| Shared Assessment % | 0.00% |
| Examination % | 0.00% |
| Small Board Qualification % | 0.00% |
| Inspection % | 0.00% |

Indirect charges will be assessed to the BARB fund starting July 1, 2015

Board Status

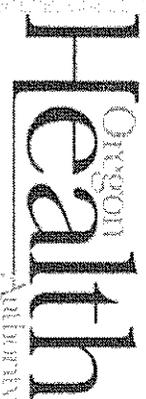
Executive Session



ORS 192.660(2)(f) for the purpose of considering
information or records exempt from public inspection.

Public/Interested Parties' Feedback

Other Board Business



Health Licensing Office
Behavior Analysis Regulatory Board
November 18, 2015

****PLEASE PRINT****

| Name (First, Last) | Representing | Request to Comment (Yes/no) |
|---|--------------|--------------------------------|
| A large, handwritten signature in black ink is written across the top of the table. A long, thin diagonal line is drawn from the top-left corner of the table, extending towards the bottom-right corner, crossing through all the rows of the table. | | |