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GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

## MICHIGAN BOARD OF BEHAVIOR ANALYSTS SEPTEMBER 6, 2017 MEETING

### APPROVED MINUTES

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Michigan Board of Behavior Analysts met on September 6, 2017, at the Ottawa Building, Conference Room 4, 611 West Ottawa Street, Lansing, Michigan 48933.

#### CALL TO ORDER

Weston MacIntosh, Analyst, Boards and Committees Section, called the meeting to order at 9:33 a.m.

#### ROLL CALL

**Members Present:** Jessa Love, Ph.D., BCBA-D  
Ian McElfish, BCaBA  
Christie Nutkins, Ph.D., BCBA-D  
Stephanie Peterson, Ph.D., BCBA-D  
Josh Plavnick, Ph.D., BCBA-D  
Conny Raaymakers, LLP, BCBA  
Shana Shroll, Public Member  
Luchara Wallace, Public Member, Ph.D

**Members Absent:** Kelly Blankenship, D.O.

**Staff Present:** Cheryl Pezon, Deputy Director, Bureau of Professional Licensing  
Brian Hoot, Board Support, Boards and Committees Section  
Weston MacIntosh, Analyst, Boards and Committees Section  
Rick Roselle, Analyst, Boards and Committees Section  
Dawn Gage, Manager, Licensing  
Debi Haigh, Analyst, Licensing  
Kaye Thelen, Analyst, Licensing  
Kimmy Catlin, General Office Assistant, Boards and Committees Section

#### INTRODUCTION (Name and Background)

MacIntosh introduced himself and suggested everyone go around the room and introduce themselves.

## **EXPLANATION OF MEETING PROTOCOL**

MacIntosh directed the Board to the New Board Overview and Procedures packet they received in the mail. MacIntosh explained board meeting protocol and procedures.

## **ELECTIONS OF CHAIRPERSON AND VICE CHAIRPERSON**

MacIntosh ran the election for Chairperson and requested nominations of candidates.

MOTION by McElfish, seconded by Wallace, to nominate McElfish for Chairperson.

MOTION by Peterson, seconded by Raaymakers, to nominate Peterson for Chairperson.

A roll call vote followed.

Votes for Peterson: Love, Nutkins, Plavnick, Raaymakers, Shroll, Wallace

Votes for McElfish: McElfish

Abstain: Peterson

MOTION PREVAILED for Peterson as the Chairperson.

MacIntosh ran the election for Vice Chairperson and requested nominations of candidates.

MOTION by McElfish, seconded by Peterson, to nominate McElfish for Vice Chairperson.

MOTION by Raaymakers, seconded by Love, to nominate Raaymakers for Vice Chairperson.

MOTION by Wallace, seconded by Nutkins, to nominate Shroll for Vice Chairperson.

A roll call vote followed.

Votes for McElfish: None

Votes for Raaymakers: Love, Nutkins, Peterson

Votes for Shroll: Plavnick, Wallace

Abstain: McElfish, Raaymakers, Shroll

MOTION PREVAILED for Raaymakers as the Vice Chairperson.

## **APPROVAL OF AGENDA**

MOTION by Love, seconded by Plavnick, to approve the agenda as presented.

A voice vote was taken.

MOTION PREVAILED

## **NEW BUSINESS**

### **Review Board Packet**

MacIntosh directed the Board to the “Public Health Code Boards - Welcome to the Board” packet and went over board authority, government immunity, and conflict of interest.

### **2018 Public Notice**

MacIntosh presented the Board with the 2018 Public Notice indicating the dates the Board will meet in 2018.

### **Rules Discussion**

MacIntosh explained the time line and process for rule promulgation.

### **Rules Committee Assignments**

MacIntosh explained the reason and the role of the Rules Committee. It was decided the Board would start with a rules committee and revisit other committees at a later date. Peterson appointed the following board members to the Rules Committee: Peterson, Shroll, Love, and Plavnick.

MOTION by Plavnick, seconded by Love, to open the rules.

A voice vote was taken.

MOTION PREVAILED

### **Health Professional Recovery Committee**

Roselle discussed the Health Professional Recovery Committee. He informed the Board that they will need to nominate a Behavior Analyst, who is not a board member, to represent their profession on the committee.

### **Department Update**

MacIntosh stated that the Department is in the process of updating the licensing software to Michigan Professional Licensing User System (MiPLUS).

## **PUBLIC COMMENT**

None

## **ANNOUNCEMENTS**

The next regularly scheduled meeting will be held March 7, 2018 at 9:30 a.m. at the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Center, Conference Room 4, Lansing, Michigan.

## **ADJOURNMENT**

MOTION by Shroll, seconded by Wallace, to adjourn the meeting at 10:42 a.m.

A voice vote was taken.

MOTION PREVAILED

Minutes approved by the Board on March 7, 2018.

Prepared by:  
Brian Hoot, Board Support  
Bureau of Professional Licensing

September 7, 2017