



## Alabama Behavior Analyst Licensure Board

### Agenda

Thursday, October 16, 2025

11:00 AM

2100 River Haven Drive, 2<sup>nd</sup> Floor Conference Room

#### I. Call to Order

**Lauren Elliott, Interim Chair**

Interim Chairwoman Elliott called the meeting to order at 11:10 AM.

Members Present:

Lauren Elliott  
Erich Grommet  
Holly Johnson (Patrick)  
Holli Brown

Members Absent:

Abby Bannister  
Lisa Powell  
Vacant, Public Member

Others Present:

Andrea Hutchings  
Chelsea Taylor  
Brittany Marzette  
Ashley Nichols

#### II. Approval of Minutes

**Lauren Elliott, Interim Chair**

Holli Brown motioned to approve the minutes from the July 10, 2025, meeting as written. Holly Johnson seconded, and motion passed unanimously.

#### III. Old Business

**Lauren Elliott, Interim Chair**

**Staffing of Executive Director**

The board has been in discussion for some time regarding the adequate staffing of the ED and the assistant position. The Interim Chair introduced Andrea Hutchings and gave Andrea the opportunity to give her background and previous roles.

Following the introduction, Dr. Eric Grommet made a motion to approve Andrea as the interim Executive Director of the ABA Board. The motion was seconded by Holly Johnson and adopted.

**Staffing of the Administrative Assistant**

Following the adoption of the interim ED, there was discussion on the assistant position. Dr. Chelsea Taylor informed the board that interviews for the position will be held on October 21<sup>st</sup>. The board expressed their concerns and thoughts on being involved with the interview process, and ADMH is looking at ways to



## Alabama Behavior Analyst Licensure Board

### Agenda

Thursday, October 16, 2025

11:00 AM

2100 River Haven Drive, 2<sup>nd</sup> Floor Conference Room

incorporate their involvement and input. The board also expressed concerns on the duties being split 75/25 with the other ADMH duties that this individual would have. The board would like to see a 50/50 split or one person dedicated to the board. Dr. Taylor is going to discuss these concerns with the Associate Commissioner of the Mental Health and Substance Use.

#### Board Member Discussion

Interim Chairwoman asked if any of the board members have received any interest regarding the public member vacancy on the board. There was discussion around the feedback from the Sunset Review meeting on geographical location of the board members and exploring members in the South Alabama area. The board then discussed the location of future meetings that comply with the Open Meetings Act to try to assist with board participation.

Interim Chairwoman informed the board that she would like to resign as interim board chair at the end of the year and finish her term as a regular board member. The board members discussed the duties and ended the discussion with a couple of members considering but would discuss more at the next meeting. The board would like the interim executive director to work on drafting a policy for board member participation, to ensure the board is active as possible.

#### Licensure Updates

##### New Licensure

There is a total of 66 new licenses that were up for approval. With 57 Licensed Behavior Analysts and 9 Licensed Assistant Behavior Analysts. Holli Brown motioned to approve the 66 licenses, and Holly Johnson seconded the motion.

##### Renewal Licensure

There were no renewals up for consideration. During this point there was discussion on the renewal process, and how the back end of the website works. Throughout this discussion there were numerous issues that they would like to address with the website designers. A motion to create a Technology Subcommittee was made by Dr. Eric Grommet. The motion was seconded by Holli Brown. The subcommittee will begin meeting and bring back recommendations to the board.

#### IV. New Business

**Lauren Elliott, Interim Chair**

##### Update from Sunset Committee Hearing

Interim Chairwoman let Andrea Hutchings provide the background and update from the Sunset Review Committee. During this time Andrea reviewed the



## Alabama Behavior Analyst Licensure Board

### Agenda

Thursday, October 16, 2025

11:00 AM

2100 River Haven Drive, 2<sup>nd</sup> Floor Conference Room

Corrective Action Plan that the ADMH presented to the members of the board. Andrea went over each item and updated the board on the status of action being taken to remediate this issue. There will be numerous policies and procedures forth coming for the board to review and approve.

#### **Financial Report**

Lauren Elliott presented the treasurer's report (attached). There was discussion on what expenses the board has, which include liability coverage, and mileage and meal reimbursements.

Complaints and Applications (CONFIDENTIAL)

*\*Confidential details are not shared in public-posted minutes.*

**V. Adjournment**

**Lauren Elliott, Interim Chair**

There being no further business, a motion was made to adjourn the meeting by Holly Johnson at 2:00. Dr. Eric Grommet seconded the motion, and the meeting was adjourned.

Respectfully submitted,

---

NAME, Secretary

Date

Erich Grommet, Ph.D., BCBA-D, LBA, LP

A handwritten signature in black ink that reads "Erich Grommet".

1/17/2025

---

NAME, Chairperson

Date