



Applied Behavior Analysis Advisory Committee

Regular Meeting Minutes

February 28, 2025

Committee members present: Ralph Pampino, Jr., BCBA, LBA, Chair
Amy Fenwick, Ph.D., LBA, BCBA-D, Vice-Chair
Nancy Rosenberg, Ph.D., LBA, BCBA-D
Bethann Thorson, Public Member
Aliza Quinlan, LABA

Committee members absent: None

Staff members present: Amber Freeberg, Executive Director
Shelbee Scrimo, Program Manager
Katie Graue, Program Administrative Assistant
Tara Mackemull, Assistant Program Manager
Luke Eaton, Assistant Attorney General (AAG)
Cynthia Jamrowski-Martinez, Quality Coordinator
Debra Mendoza, Quality Manager

Guest presenters: Alyssa Jennings, HCA, BCNA/LBA
Suzanne Taylor, HCA
Teresa McCann, BCBA MindSource Center
Carla Myers, WABA, BCBA/LBA
Sarah White, Sundance Center
Megan Curry

On February 28, 2025, 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, LBA, BCBA, Chair

Meeting was called to order at 10:02 am

- 1.1. Introductions were made for the ABA Committee.
- 1.2. Approval of February 28, 2025, draft meeting agenda - Committee motioned to approve February 28, 2025, draft meeting agenda, seconded, and approved unanimously.
- 1.3. Approval of October 4, 2024, draft meeting minutes - Committee motioned to approve October 4, 2024, draft meeting minutes, seconded, and approved unanimously.

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

- 2.1. Carla Myers, WABA, expressed concern about processing the timeline for licensure and is willing to continue working with the department to relieve any barriers that there might be.
- 2.2. Sarah, Sundance Center, also mirrored concern about processing timelines not only with DOH but also with HCA.

3. ABA Program Statistics

3.1. Budget Report – Shelbee Scrimo, Program Manager

Ms. Scrimo presented the current budget and reviewed the fund balance showing that the fund balance is meeting goals. Ms. Rosenberg asked about funding for additional help with credentialing.

3.2. Credentialing Report – Debra Mendoza, Quality Manager

Ms. Mendoza presented data relating to the issuance of ABA credentialing statistics report as of January 31, 2025.

License Type	Active	Pending Applications
CBT	4,211	385
LABA	1343	27
LBA	298	25

Ms. Freeberg addressed the questions from Ms. Myers and Ms. McCann regarding concerns about processing time and credentialing staff.

3.3. Disciplinary Statistics– Shelbee Scrimo, Program Manager

Ms. Scrimo reviewed data relating to complaint investigations and discipline.

4. Executive Director Report – Amber Freeberg, Executive Director

Ms. Freeberg gave an update regarding the HELMS implementation delay. Ms. Freeberg also gave an update on the Washington State budget and hiring freeze, she gave a brief explanation of the expectations regarding those matters. Ms. Freeberg answered questions from the committee regarding credentialing times once HELMS is implemented.

5. Program Manager Report – Shelbee Scrimo, Program Manager

Ms. Scrimo gave an update regarding issues that affect the applied behavior analysis program.

5.1. Update on member recruitment – Welcomed the two newest members, Bethann Thorson and Aliza Quinlan. Ms. Scrimo presented Ms. Rosenberg’s with a plaque and thanked her for her time served. Ms. Scrimo stated that recruitment has been completed for Ms. Rosenberg’s position and is currently in the process to be approved by the Secretary.

6. Future Business Items – Ralph Pampino, LBA, BCBA, Chair

- 6.1. Review committees’ Bylaws
- 6.2. Rulemaking regarding supervision for employees and ABA professionals being contracted in schools.

7. Election of Chair and Vice Chair- Ralph Pampino, Chair

7.1. The board held elections for a new Chairperson and Vice-Chairperson for 2025.

The Chairperson nomination was for Amy Fenwick. Nominations for Chair were closed. There was a motion for Amy Fenwick to be Chairperson for 2025. Motion was seconded and approved unanimously.

The Vice-Chairperson nomination was for Ralph Pampino. Nominations for Vice-Chairperson were closed. There was a motion for Ralph Pampino to be Vice-Chair for 2025. Motion was seconded and approved unanimously.

8. Adjournment - Ralph Pampino, LBA, BCBA, Chair

Meeting adjourned at 10:41 am – Motion made to adjourn, seconded and approved unanimously.

Submitted by:
Shelbee Scrimo, Program Manager
Applied Behavior Analysis Advisory
Committee

Approved by:
Ralph Pampino, Chair
Applied Behavior Analysis Advisory
Committee

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