



Occupational Therapy Compact Finance Committee Meeting Minutes

November 30, 2022

Committee Members Present:

Danielle Ward, Chair
Missy Anthony
Vonda Malnikoff
Hollie Simpson

Committee Members Absent

Lesly James, ex-officio
Jana Johansen

Commissioners Present

Chuck Willmarth, AOTA

Legal Counsel Present:

Nahale Kalfas, Council of State Governments (CSG)

CSG Staff Present:

Isabel Eliassen, CSG

Welcome/Call to Order

- D. Ward called the meeting to order at 1:01 p.m. ET

Roll Call

- I. Eliassen called the roll. Jana Johansen and Lesly James were absent.

Review and Adoption of the Agenda

- D. Ward called for a motion to adopt the agenda.
- **Motion:** M. Anthony that the committee adopt the agenda. V. Malnikoff seconded the motion. All present voted in favor.

Review and Adoption of the Minutes

- D. Ward reviewed the minutes from the previous meeting and called for a motion to adopt them.

- **Motion:** H. Simpson that the committee adopt the minutes. M. Anthony seconded the motion. All present voted in favor.

Update on Bank Account and MOUs

- D. Ward called on N. Kalfas for explanation.
- N. Kalfas stated that the MOUs from AOTA and NBCOT had both been signed by the funding organizations and the Commission Chair. The RFP deadline was extended by one week. D. Ward has begun work on setting up a bank account, and in the meantime CSG will work to set up a subaccount as they have done previously.

Discussion of Questions for Member State Surveys and IT Vendors and Approval for Referral to Executive Committee*

- D. Ward led the group in a review of the proposed survey questions.
- M. Anthony said that the ability to exchange data reciprocally was critical to the efficiency of the compact and to keeping the cost down for states. M. Anthony and D. Ward agreed that the Commission will be responsible for awarding privileges.
- D. Ward asked if states would be sharing data on all licensees or just those interested in the compact.
- C. Willmarth said states would likely be sharing all data for public safety reasons. C. Willmarth said that the Commission, AOTA, and NBCOT might need a consultant to help the commission pick the best system, as commissioners may not have the IT expertise needed to select the system.
- M. Anthony said that it may be useful to write an RFP with a system that could serve one or all of the upcoming occupational licensure compact and that an expert like the one C. Willmarth mentioned would be necessary to write the RFP. She mentioned that sharing costs may be beneficial to the compacts long term. M. Anthony said that waiting for nursing was not necessarily the best plan although the OT Compact should hear them out.
- C. Willmarth offered to inquire if AOTA could provide estimates of how much a consultant would cost.
- V. Malnikoff stated that in her experience with the PT Compact, their data system or setup seems significantly simpler. M. Anthony said that PT already had a data system in place that states exchanged information with regularly. This system was enhanced for the compact but was largely the same, so the PT Compact process was not something the OT compact could replicate.
- C. Willmarth said that the committee should seek information from S. Conway on the data system that NBCOT has for registrants.
- M. Anthony and C. Willmarth suggested reaching out to the DOD to discuss potential to receive support for a data system.
- M. Anthony warned of the potential waste of spending money on a system which does not fulfill the needs of the commission.
- N. Kalfas mentioned that HRSA may make grants available which compact commissions could apply for to build their data systems. N. Kalfas mentioned she would inquire into the possibility of applying on behalf of multiple compact commissions.

- D. Ward asked who would be at such a meeting. N. Kalfas answered that funding sources, commission chairs, and finance committee administrators would be the most important to invite.
- The committee agreed to tighten the questions before forwarding to the executive committee, but the executive committee could work on the questions at the same time in order to keep the process moving.
- D. Ward asked if a work group could be formed to work on the questions. The group decided to vote on work groups at the next meeting.

Discussion of Draft Budget

- Due to time constraints, D. Ward requested that I. Eliassen send out the draft budget prior to the next meeting.
- The group requested M. Anthony to prepare thoughts on the communications costs. M. Anthony also offered to help arrange a meeting between the PT Compact administrator and the OT Compact Finance Committee. The group requested for him to attend the next meeting.
- M. Anthony raised concerns about arduous communication if communication could not occur directly between committee members. N. Kalfas stated that a work group could be formed which would report back to the committee.

Additional Business

- The group agreed to cancel the December meeting and the resume January ,18 as this would not significantly hinder the RFP process.
- M. Anthony requested 90 minutes for next meeting. The group agreed.

Questions and Public Comments

- D. Ward asked for additional comments. Hearing none, she asked for questions from the public.

Meeting Closure

- Hearing none, D. Ward called for a motion to adjourn.
- **Motion:** Missy motioned to adjourn. H. Simpson seconded the motion. D. Ward called the adjournment of the meeting at 2:19 p.m. ET.