



Occupational Therapy Compact Executive Committee Meeting Minutes

February 13, 2023

Members Present:

Chair	Lesly James	South Carolina
Vice Chair	Teri Black	Wisconsin
Treasurer	Danielle Ward	North Carolina
Secretary	Renee Causey-Upton	Kentucky
Member-at-Large	Missy Anthony	Ohio
Member-at-Large	Vanessa Beauchamp	Missouri

Members Absent:

Member-at-Large	Daniel Martin	Maryland
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Ex-Officio Delegates Present:

Chuck Willmarth, AOTA
Shaun Conway, NBCOT

Legal Counsel Present:

Nahale Kalfas, Council of State Governments (CSG)

CSG Staff Present:

Isabel Eliassen, CSG
Carl Sims, CSG

Delegates Present:

Michael Sobowale	Virginia
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Members of the Public Present:

Dia Gainor
Elisabeth Armstrong
Dan Manz
Caitlin Cornish

Welcome/Call to Order

- L. James called the meeting to order at 2:02 pm ET.

Roll Call

- I. Eliassen called the roll. 1 member was absent.

Review and Adoption of the Agenda

- L. James reviewed the agenda and called for a motion to adopt the agenda.
- **Motion:** R. Causey-Upton moved that the committee adopt the posted agenda. V. Beauchamp seconded the motion. 6 members voted in favor, 0 opposed, and 0 abstained. The motion passed.

Review and Adoption of Meeting Minutes

- L. James reviewed the draft minutes from the January 9, 2023 OT Compact Executive Committee Meeting.
- L. James called for a motion to adopt the draft minutes.
- **Motion:** V. Beauchamp moved that the committee adopt the draft minutes. D. Ward seconded the motion. 6 members voted in favor, 0 opposed, and 0 abstained. The motion passed.
- L. James reviewed the draft minutes from the January 24, 2023 OT Compact Special Executive Committee Meeting.
- L. James called for a motion to adopt the draft minutes.
- **Motion:** M. Anthony moved that the committee adopt the draft minutes as amended. T. Black seconded the motion. 6 members voted in favor, 0 opposed, and 0 abstained. The motion passed.

Committee Reports

- L. James called on the chairs of the Finance, Rules and Communications Committees to provide updates.
- M. Sobowale—Rules Committee met on January 31st and discussed the Rule on Definitions, in particular the term deactivate. The committee decided to remove the term deactivate from the list of definitions to be defined at this time and address concerns via FAQ if needed. A separate document will also provide guidance regarding adverse actions and what information needs to be reported to the data system. The next meeting is scheduled for February 21, 2023.
- Finance Committee and Communications Committee gave their report at the last meeting, and do not have new information to report.
- The February Communications Committee meeting was inadvertently scheduled on President's Day, and the meeting will be moved to March.

Secretariat Candidate Introduction

- L. James explained that the committee would now interview the candidate for the secretariat position and hear a brief presentation from ASMI.
- C. Sims stated that there were 3 representatives here from ASMI: E. Armstrong, D. Manz, and D. Gainor.
- E. Armstrong, D. Manz, and D. Gainor provided information regarding the background, experience, qualifications, and purpose of ASMI as well as responses to the interview questions from the Compact Commission Executive Committee.

Secretariat Candidate Vote

- The group agreed to vote on whether they wished to pursue a contract for Secretariat with ASMI. The group discussed moving to a closed session for further discussion.
- **Motion:** M. Anthony motioned for the committee to moved into a closed session. V. Beauchamp seconded the motion. N. Kalfas certified that moving into closed session would be acceptable pursuant to Section 8E, #2, and particularly subsection d from the Compact. 6 members voted in favor, 0 opposed, and 0 abstained. The motion passed and the committee entered closed session.
- **Motion:** R. Causey-Upton motioned for the committee to return from closed session. M. Anthony seconded the motion. 4 members voted in favor, 0 opposed, and 0 abstained. The motion passed. (T. Black and V. Beauchamp had to leave the meeting early.)
- The group returned from closed session at 3:40 pm.
- **Motion:** M. Anthony made a motion to authorize CSG, in consultation with Chair James, to negotiate the terms and award the Secretariat contract based on the rankings that were released from the score sheets, with ASMI being 1st in the Secretariat ranking. D. Ward seconded the motion. 4 members voted in favor, 0 opposed, and 0 abstained. The motion passed.

Questions and Comments

- L. James asked for additional questions.
- I. Eliassen reported that meetings have been going over, and asked if meeting times should be extended.
- I. Eliassen will poll Executive Committee members regarding the need/availability to schedule longer meeting times moving forward.

Meeting Closure

- Hearing no further business, L. James called for adjournment of the meeting.
- **Motion:** R. Causey-Upton made the motion to adjourn. D. Ward seconded the motion. 4 members voted in favor, 0 opposed, and 0 abstained. The motion passed.
- Meeting adjourned at 3:47 pm ET.