



## **Occupational Therapy Compact Finance Committee Meeting Minutes**

June 5, 2023

### **Committee Members Present:**

Danielle Ward, Chair  
Missy Anthony  
Vonda Malnikoff  
Hollie Simpson

### **Committee Members Absent:**

None

### **Executive Committee Ex-Officios Present**

Chuck Willmarth, AOTA

### **Legal Counsel Present:**

Nahale Kalfas, Council of State Governments (CSG)

### **CSG Staff Present:**

Isabel Eliassen, CSG  
Carl Sims, CSG

### **ASMI Staff Present:**

Beth Armstrong

### **Members of the Public Present**

None

### **Welcome/Call to Order**

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

### **Roll Call**

- I. Eliassen called the roll. No committee member were absent.

### **Review and Adoption of the Agenda**

- D. Ward overviewed the agenda and called for a motion to adopt the agenda.
- **Motion:** H. Simpson motioned that the committee adopt the agenda. M. Anthony seconded the motion. All present voted in favor and the motion carried.

### Review and Adoption of the Minutes

- D. Ward reviewed the minutes from the previous meeting and called for a motion to adopt them.
- **Motion:** M. Anthony motioned that the committee adopt the minutes. H. Simpson seconded the motion. All present voted in favor and the motion carried.

### Transition Items

- D. Ward invited B. Armstrong to speak and introduce herself and ASMI. B. Armstrong said that she and Danielle would be executing bank signatory cards. The Commission's bank would be TD Bank.
- D. Ward added that the Tax ID Number had also been received from the IRS.
- The group discussed funds transfers to the Commission's bank account. ASMI sent banking info to AOTA and NBCOT so transfers can begin.
- D. Ward stated that the Commission's first few payments would be to ASMI and N. Kalfas. B. Armstrong confirmed electronic transfer of funds would be acceptable to ASMI.
- N. Kalfas asked about payment process for Executive Director. B. Armstrong confirmed ASMI would handle this internally.
- L. James (Commission chair) was not added as a signatories to provide checks and balances for both the commission and ASMI. A. Perry (Compact ED) would eventually take over ASMI's signatory responsibility, and B. Armstrong could serve as back up.
- The group discussed the time of the next meeting and settled on July 12 at 1 pm ET. The group also agreed to transition to meeting every other month starting in September.
- **Motion:** M. Anthony motioned to cancel the June 21 meeting, hold a July 12 meeting as discussed, and thereafter move to a bimonthly meeting at a time which the committee members would decide via poll. D. Ward seconded the motion. All present voted in favor.
- The group discussed options for a full commission meeting, including costs, timing, and potential co-location.
- M. Anthony mentioned that surveying commissioners to see who would attend in-person may help the committee evaluate whether the cost of hosting a meeting in-person is worthwhile.
- N. Kalfas confirmed full commission must meet 1 time per each calendar year.

### Questions and Public Comment

- D. Ward asked for an update on the process with USDR. N. Kalfas reported that three OT administrators were interviewed for the process. USDR asked useful and important questions. The next phase of the process would be procurement training, which CSG, ASMI, and one commissioner will attend. After that, USDR would move onto the final phase: co-creation of RFP.
- M. Anthony asked if USDR had seen the demo on NURSUS. N. Kalfas stated that they saw the NURSUS demo and talked to jeff rosa. Because PsyPact has a non-traditional model and EMS uses same system as an existing compact, USDR has now looked at all existing resources.
- M. Anthony asked if rules needed to be approved at full Commission meeting. I. Eliassen said they did. N. Kalfas added that the Commission could also have special full Commission meeting just for that purpose.

- D. Ward called for any additional questions from committee members or comments from the public.
- D. Ward confirmed next meeting was July 12 at 1:00 pm ET and that the group did not have any action items.

**Meeting Closure**

- Hearing no further discussion, D. Ward called for a motion to adjourn. M. Anthony motioned to adjourn. H. Simpson seconded the motion. All present voted in favor, and the meeting adjourned at 1:53 pm ET.