

**Occupational Therapy Compact Commission  
 Finance Committee  
 Meeting Minutes – June 4, 2024**

Name	Attendance	VOTES			
		Agenda	Minutes	No Item	Adjourn
Danielle Ward	P	Y	Y	-	-
Missy Anthony	P	Y	Y	-	-
Vonda Malnikoff	P	Y	Y	-	-
Renee Causey-Upton	P	Y	Y	-	-
<b>Totals</b>	<b>4/4 Quorum Present</b>	<b>4/4 Motion passes</b>	<b>4/4 Motion passes</b>	<b>-/- Motion passes</b>	Adjourned via acclimation

Other attendees (non-voting)		
Name	Role	Organization
Nahale Kalfas	Legal Counsel	OTCC
Amanda Perry	Executive Director	OTCC
Shaun Conway	VP of Regulatory Affairs	NBCOT

**Welcome/Call to Order**

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

**Roll Call**

- A. Perry called roll; quorum was present (4/4 voting members)

**Review and Adoption of the Agenda**

- D. Ward reviewed the agenda and called for a motion to adopt the agenda.
- **Motion:**
  - **D. Ward motioned to adopt the agenda as presented.**
  - **M. Anthony seconded the motion.**
  - **All voted in favor; 0 abstained; motion carried.**

**Review and Adoption of the Minutes**

- D. Ward reviewed the minutes from the previous meeting. No discussion or edits noted.

- **Motion:**
  - **M. Anthony motioned that the committee adopt the minutes amended.**
  - **D. Ward seconded the motion.**
  - **All voted in favor; 0 abstained; the motion carried.**

### **Review State Fee Comparison Chart**

- A. Perry displayed the fee comparison chart, which informed the following discussions:
  - Two items on the comparison chart have no data because the states need to be polled to collect the data; it's not readily available
    - Jurisprudence Exam Requirements on a state-by-state basis
      - OTCC should not monitor compliance of jurisprudence exams.
      - Ability to capture attestation of jurisprudence exam completion can be a future goal/vision for the data system; not a priority for a minimally viable operating system.
    - Active military/spouse licensing fee waivers
      - Discussion: Will OTCC waive fees for active military/spouses?
        - That will manualize the application process because military credentials/orders will need to be verified; staffing process/time
        - Recommend not to waive military/spouse fees to keep the process timely and automatic.
  - Q: Should OTCC charge a late fee when a privilege to practice expires?
    - Consensus is "no." Those who let their privilege expire/lapse can apply for a new privilege. Stay away from late fees; it implies that someone can still practice if they are lapsed; don't want that confusion.
  - Setting/Determining a fee to apply for an OTC privilege to practice
    - Fee needs to be justifiable/defensible using a TBD formula; not arbitrarily set.
      - Fee comparison chart is a great starting point because it captures what each state's licensure/renewal fees are; could potentially set a OTC fee at average/median of state fees
    - Better to set the fee too high; easier to reduce fees than it is to raise them if initially set too low
    - Q: What are other compacts doing to assess fee structures?
      - M. Anthony is inquiring about how Physical Therapy Compact (PTC) determined their initial/renewal fees.
      - PTC's initial/renewal fees are the same (\$45); suggestion to keep OTC initial/renewal fees the same too for clean and consistent budgeting.
      - Some state associations polled their state members to determine if they planned to apply for compact privileges (in multiple professions), but no profession has done a comprehensive, national study poll.
    - Q: What other information does the OTCC FC need in order to make a fee recommendation to the Executive Committee?
      - Budget projections for OTCC (future); there are unknowns, especially related to the data system (IT, maintenance fees, support, insurance, etc.)

- A. Perry will coordinate an ad-hoc project with D. Ward and M. Anthony's expertise in budget projections and compact fee setting; information will be gathered for the next meeting on Aug. 6 and used to make a fee recommendation from the OTCC FC to the OTCC EC.
- **Motion:**
  - **Not a voting item**
  - **No Motion/No second**
  - **No votes captured**

#### **Questions and Public Comment**

- Chair Ward called for public comments/questions.
- Next OTCC FC meeting is scheduled for August 6, 2024

#### **Meeting Closure**

- Hearing no further discussion, Chair Ward adjourned the meeting via acclamation.
- **Meeting adjourned at 1:54p CST.**