



Occupational Therapy Compact Executive Committee Meeting Minutes

August 12, 2024

Name	Member Role	Attendance
Lesly James	Chair	P
Teri Black	Vice Chair	P
Renee Causey-Upton	Secretary	A
Danielle Ward	Treasurer	P
Missy Anthony	Member at Large	A
Vanessa Beauchamp	Member at Large	P
Vacant	Member at Large	Vacant
Total voting members present		4/6 = quorum
Shaun Conway	Ex-Officio – NBCOT	P
Chuck Willmarth	Ex-Officio – AOTA	P
Name	Non-Member Role	Attendance
Nahale Kalfas	Legal Counsel	P
Amanda Perry	Executive Director	P
Isabel Eliassen	Council of State Governments	P

VOTES							
Name	Agenda	Minutes	T. Gahl appoint to ENC and FC	L. Faulise appoint to PRC	D. Filardo appoint to ENC	No voting item	Adjourn
L. James	Y	Y	Y	Y	Y	---	Via acclimation
V. Beauchamp	Y	Y	Y	Y	Y	---	
D. Ward	Y	Y	Y	Y	Y	---	
M. Anthony	---	---	---	---	---	---	
R. Causey-Upton	---	---	---	---	---	---	
T. Black	Y	Y	Y	Y	Y	---	
Vacant	---	---	---	---	---	---	
TOTALS	4/4 motion passes	4/4 motion passes	4/4 motion passes	4/4 motion passes	4/4 motion passes	---	

--- indicates member was absent during vote or there was not voting item for that column.

Welcome/Call to Order

- Chair James called the meeting to order at 1:03p CST

Roll Call

- A. Perry called the roll.
 - 4/6 voting members present = quorum
 - 4/8 total members present at role call

Review and Adopt Agenda

- Chair James reviewed the agenda and suggested that it be amended to remove “fee recommendation” and to move the “updates” to right after the “committee appointments” and to adjust the times to account for the edits.
- **Motion:**
 - **V. Beauchamp motioned to adopt the agenda with Chair James’s amendments.**
 - **T. Black seconded the motion.**
 - **All voted in favor; no one abstained; motion carried.**

Review and Adoption of Meeting Minutes

- Committee reviewed the draft minutes from the July 8, 2024 Executive Committee Meeting.
- Chair James called for a motion to adopt the draft minutes.
- **Motion:**
 - **T. Black motioned that the committee adopt the draft minutes with no amendments.**
 - **V. Beauchamp seconded the motion.**
 - **All voted in favor; no one abstained; motion carried.**

Committee Appointments

- The EC was delighted to hear that there was interest from the OTCC commissioners to volunteer and serve on various OTCC committees.
- A. Perry shared with the EC that T. Gahl, MT’s newly appointed commissioner, expressed interest in serving on the Elections & Nominations Committee (ENC) and the Finance Committee (FC).
- The EC reviewed T. Gahl’s CV and determined that he is a good fit to serve on both committees.
- **Motion:**
 - **L. James motioned to appoint Dr. Gahl to the Elections & Nominations Committee and the Finance Committee for the Occupational Therapy Compact Commission (OTCC).**
 - **T. Black seconded the motion**
 - **All voted in favor; no one abstained; motion carried.**
- A.Perry shared with the EC that L. Faulise, RI’s newly appointed commissioner, expressed interest in serving on the Public Relations Committee (PRC).
- The EC reviewed L. Faulise’s CV and determined that she is a good fit to serve on the PRC.
- **Motion:**
 - **V. Beauchamp motioned to appoint L. Faulise to the Public Relations Committee for the Occupational Therapy Compact Commission (OTCC).**
 - **L. James seconded the motion.**
 - **All voted in favor; no one abstained; motion carried.**

- A. Perry shared that D. Filardo, MN’s newly appointed delegate, expressed interest in serving on the Elections & Nominations Committee.
- The EC reviewed D. Filardo’s CV and determined that she is a good fit to serve on the ENC.
- **Motion:**
 - **T. Black motioned to appoint D. Filardo to the Elections and Nominations Committee for the Occupational Therapy Compact Commission (OTCC).**
 - **D. Ward seconded the motion.**
 - **All voted in favor; no one abstained; motion carried.**

Updates

- **Data System Update (from I. Eliassen, CSG)**
- I. Eliassen from CSG provided the EC with updates on the development of Compact Connect (data system)
- Fourth sprint just wrapped up; included uploading licensees’ information; upload performed by IA
- Aug. 22 the state directors testing this sprint will be able to independently (w/out IA assistance) upload and view licensees’ information; all three professions are testing under ASLP name for now
- Feedback is being collected; moving closer to an upcoming demonstration for constituents
- Previewed an application at a recent review; boots-on-the-ground professionals are providing input
- Timeline is moving as anticipated; great progress for being 12-weeks in; developers will provide a projection timeline soon.
- The EC asked if the OTCC can publicly share that the Dept. of Defense (DoD) financially contributed to the project.
 - N. Kalfas will draft an appropriate resource based on language in the JCC/CSG MOU
 - DoD is listed on www.compactconnect.org as a supporting organization.
 - CGS received funds from DoD from which the following are supported on OTCC’s behalf
 - \$150,000 initially paid to InspiringApps over 12 weeks to launch the development of Compact Connect.
 - Project Manager’s full time salary
 - IT Lead’s part time salary
- **State Updates**
 - No new states joined the OTC since the last meeting
 - D. Martin stepped down from the OTCC on 8.8.24; his 8 year tenure on the MD board for OT licensing ended, so he’s no longer their representative. In an email to A. Perry on 8.8.24 he stated that MD would vote soon on who will replace him.
- **Motion:**
 - **Not a voting item**

Program Sustainability Assessment Tool (PSAT) Results Review

- A. Perry displayed the results of the PSAT assessment that 7/10 members of the OTCC leadership completed.
- N. Kalfas mentioned that she will compare the results with content in the GAO report.
 - The GAO conducts assessments on various factors for interstate commissions.
 - Will determine where the PSAT and GAO intersect

- A. Perry explained that this is a visual tool for the EC to use for strategic planning; identifying areas of strength and needed growth
- Q: Will this assessment be repeated by the OTCC EC at any point?
 - Yes – this is the baseline assessment; EC can anticipate repeating it annually to document growth; likely around the end of each OTCC FY (late summer, early fall).
- Financial Sustainability is an area of concern according to the PSAT, so a few suggestions were made regarding that
 - Consider starting conversations now about setting state membership fees for compact states; if desirable, it could take a few years for states to implement (legislation, rule, budgets)
 - States signed the OTC into law knowing language exists that allows the OTCC to establish state membership fees
 - Careful not to deter states that are not part of the compact
 - Q: Does anyone (maybe CSG) know how many compacts charge state membership fees?
 - Most healthcare related compacts do not charge a state membership fee
 - Nursing charges the same fee to every state; PsyPact charges states membership fees on a sliding scale based on a range of the number of licensees in each state.
 - State membership fee setting would go through the rulemaking process for a full vote of the OTCC.
- **Motion:**
 - **Not a voting item**

Committee Reports

- Finance Committee = D. Ward stated that the FC met on August 8, 2024, having a fruitful discussion about fee setting. They are giving thoughtful consideration to recommend a fee that is defensible and justifiable and based on OTCC budget projections. The unknowns are: how many people will get one or more privileges to practice; how much CompactConnect will cost to maintain (and upgrade); how much cybersecurity insurance will cost; etc. The FC meeting will have a special meeting on August 19 to continue the conversation. They are consciously discussing fees that will not be too high or too low. The overall OTCC budget is in good shape.
- Public Relations Committee = A. Perry shared that the PR Committee meets on August 19, 2024 and will provide feedback on the OTCC's NBCOT State Leadership Forum presentation. The OTCC Chairs will present on the afternoon of Sept. 11, 2024.
- Rules Committee = T. Black shared that the Rules Committee cancelled the July and August meetings. A. Perry shared that the August meeting was cancelled so Chair Covert-Bybee, N. Kalfas, and A. Perry can strategically plan RC next projects.
- Elections & Nominations Committee = not yet active; will become active in the next few months with the newly appointed commissioners now in place
- Compliance Committee = not yet active

Questions and Comments

- Chair James opened the floor for further questions or comments from committee members.
 - No further discussion noted.
- Chair James opened the floor for public comments.

- No members of the public were in attendance.

Meeting Closure

- Meeting adjourned by acclamation at 2:15p CST