

**Occupational Therapy Compact Commission  
 Public Relations Committee  
 Meeting Minutes – December 16, 2024**

Name	Attendance	VOTES			
		Agenda	8.19.24 Minutes	10.21.24 Minutes	Adjourn
Chris Daly, Chair	P	Y	Y	Y	---
Missy Anthony	P	Y	Y	Y	---
Lesly James	A	---	---	---	---
Kathy Weed	P	Y	Y	Y	---
Lise Faulise	P	Y	Y	Y	---
<b>Totals</b>	<b>4/5 Quorum Present</b>	<b>4/4 Motion passes</b>	<b>4/4 Motion passes</b>	<b>4/4 Motion passes</b>	<b>Via acclimation at 11:06a CST</b>

Other attendees (non-voting)		
Name	Role	Organization
Nahale Kalfas	Legal Counsel	OTCC
Amanda Perry	Executive Director	OTCC

**Welcome/Call to Order**

- Chair Daly welcomed the attendees and called the meeting to order at 10:07a CST.

**Roll Call**

- A. Perry called roll. 4/5 voting members attending. A quorum was present.

**Review and Adoption of the Agenda**

- Chair Daly reviewed the agenda and called for a motion to approve it.
- **Motion:**
  - M. Anthony motioned to adopt the agenda as presented.
  - L. Faulise seconded the motion.
  - All voted in favor; no one abstained; the motion carried.

**Review and Adoption of the Minutes (drafts from 8.19.24 and 10.21.24)**

- A. Perry displayed the 8.19.24 minutes for members to see.
- **Motion:**
  - **M. Anthony motioned to adopt the 8.19.24 minutes as drafted.**
  - **K. Weed seconded the motion.**
  - **All voted in favor; no one abstained; the motion carried.**
- A. Perry displayed the 10.21.24 minutes for members to see.
- **Motion:**
  - **K. Weed motioned to adopt the 10.21.24 minutes as drafted.**
  - **L. Faulise seconded the motion.**
  - **All voted in favor; no one abstained; the motion carried.**

### **Messaging to States**

- A. Perry displayed the research that the Compliance Committee conducted on a state-by-state basis related to: OTCompact website, FBI CBC status, Continuing Education requirements, OT scopes of practice/practice act, and jurisprudence exam requirements.
- Suggestion to create a webpage on the OTC website that is specific to states: onboarding, compliance, relevant documents, links to other site pages, etc.
  - The PRC members agreed that a state page is a good idea.
  - A. Perry stated that she would add a state page to the website when the .gov transition is completed.
- Suggestion to create a state one-pager document to link to the state page and send to new states when they onboard.
- Suggestion for A. Perry to send each state the Compliance Committee’s research findings for their visibility.
- A. Perry shared that most information that the Compliance Committee looked for was accessible to researchers through a ‘google’ type search. No need for the PRC to address formal messaging to the states other than the suggestions above.
- Q: Will the PRC be responsible for messaging to states who are non-compliant in individual circumstances/scenarios?
  - A: No, the Compliance Committee will handle individual messaging to states who need attention. The PRC is responsible for overall, blanket messaging to states regarding the OTC.
- **Motion:**
  - No motion; no vote; discussion only

### **Regular Communications (feedback, suggestions)**

- Quarterly Newsletter: January 2025 | Issue II (to be published in January)
  - Content suggestions:
    - Suggestion to add the number (ex: 31) near the map of states for a quick reference of how many states are in the OTC; keep the map
    - List priority states for 2025 legislative session
    - Include a link to the following resources:
      - Annual Report Webpage
      - Rulemaking Webpage (include explanation of formula for fee setting)

- Committee Meeting Webpage
  - LinkedIn Page
- List of onboarding/offboarding OTCC commissioners
- Consider adding the newsletter to the “news” tab on the OTC website
  - A. Perry will add this to the queue of website updates that will occur after the transition to the .GOV URL.
  - Redact the “office hours” information when added to the website; those times are allotted for state admins and commissioners to get support during their preparation and onboarding to OTC and Compact Connect.
- LinkedIn
  - Suggestion to add a link to the LinkedIn account on the OTC homepage
  - A series of LinkedIn posts will begin soon to mitigate misinformation. Content will include:
    - FAQs from OTC website
    - Q&As from previous webinars
    - OTC Renewal Process
    - Moving from state-to-state
      - New home state designation process
      - From OTC state to non-OTC state – what happens?
    - Clarify the fee setting process
      - Average of state license fees across OTC states
      - Projection for number of privileges that might be purchased; based on current number of professionals with multiple state licenses
      - Ability to lower fees through rulemaking; easier than increasing fees later
      - Factors in the current and projected expenses of the OTCC.
    - Clarify how disciplinary issues are handled
      - Refer to the OTC legislation regarding ineligibility based on encumbrances; include definition of encumbrance.
- Office Hours
  - A. Perry indicated that there are trickles of attendees but always good conversations during those times
- **Motion:**
  - No motion; no vote; discussion only

#### **Discussions and Public Comment**

- No public comments noted

#### **Meeting Closure**

- Meeting adjourned by Chair Daly via acclimation at 11:06a CST.