



Occupational Therapy Compact Executive Committee Meeting Minutes

March 17, 2025

Name	Member Role	Attendance
Lesly James	Chair	P
Teri Black	Vice Chair	P (joined at 2:04 CST)
VACANT	Secretary	Vacant
Danielle Ward	Treasurer	P
Missy Anthony	Member at Large	P
Vanessa Beauchamp	Member at Large	P
VACANT	Member at Large	Vacant
Total voting members present		4/5 = quorum present (5/5 at 2:04p CST)
Barbara Williams	Ex-Officio – NBCOT	P
Chuck Willmarth	Ex-Officio – AOTA	A
Name	Non-Member Role	Attendance
Nahale Kalfas	Legal Counsel	P
Amanda Perry	Executive Director	P
Isabel Eliassen	Council of State Governments	P
Claire Covert-Bybee	OTCC Rules Committee: Chair	P
Brandy Villarreal	OT Student – OTC Mentee	P
Rhonda “Jill” Phelps	OTCC Commissioner: Kentucky	P
Stacy Griffin	Inspiring Apps: DoO	P
Brad Weber	Inspiring Apps: CEO	P

Name	Agenda	Minutes	IA/JCC Contract Y2	RC Appointment (Dr. V. Culotta)	No Voting Item	Adjourn
L. James	Y	Y	Y	Y	---	Via Acclimation at 2:58p CST
V. Beauchamp	Y	Y	Y	Y	---	
D. Ward	Y	Y	Y	Y	---	
M. Anthony	Y	Y	Y	Y	---	
T. Black	---	---	---	Y	---	
Vacant	---	---	---	---	---	
Vacant	---	---	---	---	---	
TOTALS	4/4 motion passes	4/4 motion passes	4/5 motion passes 1 abstained	5/5 motion passes		

--- indicates member was absent during vote or there was no voting item for that column.

Welcome/Call to Order

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

Roll Call

- A. Perry called the roll.
 - 4/5 voting members present = quorum at roll call
 - 5/5 voting members present at 2:04p CST
 - 5/7 total members present at role call
 - 6/7 total members present at 2:04p CST

Review and Adopt Agenda

- Chair James reviewed the agenda and called for a motion to approve it as presented.
- **Motion:**
 - **V. Beauchamp motioned to adopt the agenda.**
 - **D. Ward 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 February 2025 Executive Committee meeting.
- Chair James called for a motion to adopt the draft minutes as written.
- **Motion:**
 - **M. Anthony motioned that the committee adopt the minutes with no amendments.**
 - **V. Beauchamp seconded the motion.**
 - **All voted in favor; no one abstained; motion carried.**

Updates

Data System Update (from I. Eliassen, CSG)

- I. Eliassen (CSG) explained:
 - States are testing with fake data (generated by Inspiring Apps)
 - OT is leading the way in pilot testing
 - May – June 2025 is projected timeline for states to begin uploading data from their state licensing systems
 - “Onboarding Webinar” from Feb. 26, 2025 is live on YouTube:
https://compactconnect.org/?page_id=175
 - Tutorial videos are available on www.compactconnect.org; the webinar recording (at 30m mark) also has a demo/tutorial about CompactConnect.

State Updates

- No new states joined the OTC since the last meeting
- Some states (10) have introduced/re-introduced legislation this year!

Commissioner Updates

- Utah
 - Lisa Martin appointed Feb. 11, 2025 (appointed commissioner)
 - Larry Marx (alternate delegate)

- Vermont
 - Emily Tredeau appointed March 12, 2025 (appointed commissioner)
 - Noura Eltabbakh (alternate delegate)

Funding Request Updates

- NBCOT will fund \$100K for their FY26 (Jan. 1 – Dec. 31, 2026).
- CSG is providing \$200K toward CompactConnect starting in May 2025 until the amount is exhausted.
- OTCC’s independent financial sustainability depends on states to get onboarded to CompactConnect to start issuing privileges to practice and generating revenue
- Secondary plan (not yet a discussion) is to implement a state assessment fee to each OTC member state

Committee Appointments

- A. Perry displayed Dr. Vincent Culotta’s resume for the EC to consider his appointment to the OTCC’s Rules Committee.
- The EC reviewed the resume and did not have any questions or concerns.
- **Motion:**
 - **D. Ward motioned to appoint Dr. Culotta to the OTCC’s Rules Committee.**
 - **T. Black seconded the motion.**
 - **all voted in favor; no one abstained; motion carried.**

CompactConnect Y2 Development – Joint Compact Commission (JCC) & Inspiring Apps (IA) contract

- Finance Chair, Danielle Ward, presented the OTCC’s projected budgets/expenses for remaining FY25 through FY27 (best estimates). Provides context to the Executive Committee’s knowledge to make an informed decision about continuing the joint contract between the JCC and IA.
- Stacy Griffin (Inspiring Apps) and Isabel Eliassen (CSG) provided a brief presentation of the projected costs to continue to build CompactConnect into Y2 of the development.
 - Estimated cost for Y2 development totals: \$930,500
 - Split between 3 commissions in the JCC
 - CSG will provide \$200K toward this total
 - \$50,000 estimated annual support costs/maintenance/storage recurring expenses
 - Split between 3 commissions in the JCC
 - Total amount may increase as other commissions utilize CompactConnect, but the amount will be split among across the total number of commissions
- **Motion:**
 - **M. Anthony motioned for the Executive Committee to approve the continuation of the JCC/IA contract into Y2 not to exceed the \$930,500 amount presented by Inspiring Apps.**
 - **V. Beauchamp seconded the motion.**
 - **4/5 voted in favor; 1 abstained; motion carried.**

Annual Board Meeting Preparation

- A. Perry presented the agenda for the April 16, 2025 OTCC ABM

- The EC members determined to remove one item from the agenda because that topic needs further internal discussions among the Rules and Executive Committees before taking a full OTCC vote on the matter.
- A. Perry will remove the item from the agenda, post the updated version, and send an email to the OTCC letting them know of the availability of the updated agenda on the website.
- There were no other discussions regarding the OTCC ABM agenda or preparation documents

Committee Reports

- Finance Committee = D. Ward stated that her presentation at the beginning of this meeting serves as the update. Next meeting is scheduled for 4.1.25.
- Public Relations Committee = A. Perry shared that the PRC continues to discuss the best strategy to market the OTC so people are aware now and ready to purchase privileges to practice when it launches later in 2025. The AOTA presentation is finalized with some edits; A. Perry will resubmit to AOTA.
- Rules Committee = C. Covert-Bybee shared that the RC has a 3-hour meeting to continue discussing, brainstorming, and drafting rules related to the definition of “to whom the OTC is applicable,” military families, including clarifying what a “home state” is and how it may differ between civilian practitioners and military families/practitioners, and the utility of any printed privilege to practice verification (ex: digital badges). Next meeting is 3.18.25.
- Compliance Committee = A. Perry stated that the next meeting is 6.18.25.
- Elections & Nominations Committee = A. Perry shared that during the OTCC ABM, Chair T. Gahl will facilitate the elections of the three EC officer positions which expire this year. Next meeting is 4.21.25, at which time the ABM election results will be certified by the ENC.

Questions and Comments

- Chair James opened the floor for further questions or comments from committee members.
 - A. Perry requested that the May 12, 2025 OTCC EC meeting be moved to May 5 due to travel conflicts.
 - The EC members agreed to reschedule it.
- Chair James opened the floor for public comments.
 - No comments.

Meeting Closure

- Motion:
 - Meeting adjourned at 3:58p CST via acclamation.