



Occupational Therapy Compact Commission

Compliance Committee Meeting

Minutes: June 18, 2025

Member	Attendance	VOTES					
		Agenda	Minutes	State Compliance Checklist	No item	No item	Adjourn
Vanessa Beauchamp	A	---	---	---	---	---	---
Jessica Bolduc	P	Y	Y	Y	---	---	---
Nicole Harris	A	---	---	---	---	---	---
Adrienne Price	P	Y	Y	Y	---	---	---
Danielle Ward	P	Y	Y	Y	---	---	---
TOTALS	3/5 voting members; quorum present	3/3 motion carries	3/3 motion carries	3/3 motion carries	---	---	Adjourned by acclimation at 10:04a CST

Other attendees (non-voting)		
Name	Role	Organization
Nahale Kalfas	Legal Counsel	OTCC
Amanda Perry	Executive Director	OTCC
Katie Schlesinger	Project Manager	OTCC
Francielle Pineda	Member of the public	NBCOT

Welcome/Call to Order

- Chair Price called the meeting to order at 9:06a CST.

Roll Call

- A. Perry called the roll; quorum was present; attendance reflected in chart above.

Review and Adoption of the Agenda

- Chair Price reviewed and called for a motion to adopt the agenda as presented.
- **Motion:**
 - **J. Bolduc motioned that the committee adopt the agenda as presented.**
 - **D. Ward seconded the motion.**
 - **All voted in favor; 0 abstained; the motion carried.**

Review and Adoption of the Minutes

- A. Perry displayed the minutes from the previous meeting. Chair Price called for a motion to adopt the minutes.
- **Motion:**
 - **J. Bolduc motioned to adopt the minutes as presented.**
 - **D. Ward seconded the motion.**
 - **All voted in favor; 0 abstained; the motion carried.**

Compact Compliance Discussion

- A. Perry displayed the OTC Legislation, Section 11.B.1, which outlines a high-level process for holding states accountable to compliance with the OTC.
- The Committee members discussed pathways for compliance accountability, including:
 - State to state communications related to transitioning a privilege to practice (PtP) to a home state license (HSL).
 - State to state communications related to transitioning a HSL to a PtP
 - These communications should begin at the state-to-state level and should only elevate to the OTCC's Executive Director and Legal Counsel when unresolvable between the states.
- The Committee agreed that the process for state accountability should be as follows:
 - For concerns resolvable between states, communication should start at that level and escalate only as needed: state-to-state board administrator communications -> OTCC Executive Director -> OTCC Legal Counsel -> OTCC Compliance Committee -> OTCC Executive Committee -> OTC Commission.
 - Each level may be able to resolve the concern before escalating to the next level.
 - Documentation should be kept on file for any concerns brought to the attention of the OTCC Executive Director (and higher).
 - For concerns that only involve one state's non-compliance with the OTC, communication should be as follows: OTCC Executive Director -> OTCC Legal Counsel -> OTCC Compliance Committee -> OTCC Executive Committee -> OTC Commission
 - Each level may be able to resolve the concern before escalating to the next level.
 - Documentation should be kept on file for any concerns brought to the attention of the OTCC Executive Director (and higher).

- Discussion regarding a plan for state accountability
 - The Committee determined that the best next step is to have the Executive Director and Legal Counsel review the OTC Legislation and create a bulleted list of items which member states are responsible for complying with to maintain membership in the OTC.
 - The bulleted list will be shared with the Compliance Committee members so they can review each item and make a recommended guideline for state accountability ahead of the October meeting.
 - The recommended guidelines may include:
 - Warning to states (written)
 - Probationary period (length of time?)
 - Fines (amount?)
 - Removal (following process in OTC Legislation Section 11.B)
 - Other?
- Discussion regarding a checklist for state accountability
 - The Committee discussed the need for states to have a simplified checklist of all the requirements they are to meet as OTC members. This is for transparency and visibility to set expectations.
 - The Committee discussed delegating the development of a checklist to the Executive Director and Legal Counsel.
- **Motion:**
 - **J. Bolduc motioned to delegate the responsibility to create an OTC state compliance checklist to the OTCC's Executive Director and Legal Counsel.**
 - **A. Price seconded the motion.**
 - **All voted in favor; no one abstained; motion carried.**

Questions and Comments

- Chair Price called for further comments and discussions from the Compliance Committee members
 - No further comments
- Chair Price called for comments from members of the public
 - No public comments noted

Adjournment

- **Hearing no further discussion, Chair Price adjourned the meeting via acclamation at 10:04a CST with no opposition from the members.**
- **Next meeting is October 15, 2025**