



**Occupational Therapy Compact Commission
Rules Committee Meeting
Minutes: July 15, 2025**

Member	Attendance	VOTES					
		Agenda (amended)	Minutes	Amend Data System Reporting Reqs.	PtP to HSL Rule Draft	No item	Adjourn
Claire Covert-Bybee, Chair	P	Y	Y	Y	Y	---	---
Adrienne Price	A	---	---	---	---	---	---
Vanessa Beauchamp	P	Y	Y	Y	Y	---	---
Teri Black	P	Y	Y	Y	Y	---	---
Dr. Van Culotta	A	---	---	---	---	---	---
TOTALS	3/5 voting members; quorum present	3/3 motion carries	3/3 motion carries	3/3 motion carries	3/3 motion carries	---	Chair adjourned via acclimation at 4:04p CST

Other attendees (non-voting)		
Name	Role	Organization
Nahale Kalfas	Legal Counsel	OTCC
Amanda Perry	Executive Director	OTCC
Vonda Malnikoff	OTCC Commissioner	West Virginia
Francielle Pineda	Member of the Public	NBCOT
Chuck Willmarth	OTCC Ex-Officio Commissioner	AOTA
Patricia Wilton	Member of the Public	Louisiana OT Licensing Board

Welcome/Call to Order

- Chair C. Covert-Bybee called the meeting to order at 2:02p CST.

Roll Call

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

Review and Adoption of the Agenda

- Chair C. Covert-Bybee reviewed and called for a motion to adopt the agenda.
- **Motion:**
 - **V. Beauchamp motioned that the committee adopt the agenda with the start time corrected from 2:30p CST to 2:00p CST and include a waiver of public notice because of the substantial notification of the 2:00p CST start time on the website.**
 - **T. Black seconded the motion.**
 - **All voted in favor; 0 abstained; the motion carried.**

Review and Adoption of the Minutes

- Chair Covert-Bybee reviewed the minutes from the previous meeting and called for a motion to adopt them as presented.
- **Motion:**
 - **T. Black motioned that the committee adopt the minutes as presented.**
 - **V. Beauchamp seconded the motion.**
 - **All voted in favor; 0 abstained; the motion carried.**

Draft Amendment to the *Data System Rule*

- Chair Covert-Bybee explained the rationale for needing to amend the *Data System Rule* since the data system, CompactConnect, is developed with limited functionality as a minimally viable product for the time being.
- Suggested amendments were discussed and agreed on by the OTCC Rules Committee members.
- Some concerns about including email address as a required field were allayed with the caveat that the field will be submitted by states who can accommodate that data point.
 - A. Perry will check with the developers to determine if the email address used by licensees to create the account can be displayed along with the other personal information for state administrators to see.
- Social Security Number is a data field from the original rule, and it remains a required data field because it is necessary for licensees to create their CompactConnect accounts.
 - Some concerns were expressed about states who do not have the authority to share SSNs. The concerns were brought forward as public comments by non-Rules Committee members.
 - A potential solution is for those states to not share their data until the data system can accommodate another unique identifier for the purposes of verifying a licensee's identity.
 - States who choose not to share data for this reason will not be held accountable for being out of compliance.

- It was explained that SSNs are required by licensees to create an account, and it's verified by CompactConnect's data from the states. The OTC legislation says that a practitioner must have a valid SSN to receive OTC privileges to practice.
- The OTC legislation, in the Data System Reporting section, authorizes the development of a rule that specifies the reporting requirements.
- OTCC's Legal Counsel offered to meet with states who have concerns about their authority to share SSNs.
- **Motion:**
 - **V. Beauchamp motioned that the committee send the *Data System Rule* as amended in today's meeting to the OTCC Executive Committee for consideration.**
 - **T. Black seconded the motion.**
 - **All voted in favor; 0 abstained; the motion carried.**

Draft rule for transitioning on OTC privilege to Practice into a Home State License

- Chair Covert-Bybee explained that this rule is necessary as referenced in OTC legislation (Sec.5.B.1) and for the proper process development in CompactConnect.
- The OTCC Rules Committee reviewed a draft version of this rule developed by the Counseling Compact.
- The RC members determined some substantive edits from Counseling's version, and incorporated those edits, creating an original version for OTCC.
- **Motion:**
 - **T. Black motioned that the committee adopt the substance of the rule as drafted in today's meeting and send it to the Executive Committee for consideration, with delegated authority to the OTCC's Legal Counsel and Executive Director to make non-substantive edits to formatting, include proper references, and correct any grammatical or spelling errors.**
 - **V. Beauchamp seconded the motion.**
 - **All voted in favor; 0 abstained; the motion carried.**
- Rules Development Discussions that were tabled for future meetings
 - Review Physical Therapy Compact's Dispute Resolution Rule/Policy
 - Timeline for Applicants to Have FBI CBC in states where it is already conducted
 - Change in Home State Designation
 - Military Specific Rules
 - Home state designation process
 - Changing home state designation
 - Clarifying U.S. Code that is misquoted in the OTC legislation
 - Fee waivers (if desired)
 - Utility of printed OTC verification documents
 - Documents/Pages from CompactConnect

Questions and Comments

- Chair C. Covert-Bybee called for additional questions and comments from the members and the public.

- Member comments: none
- Public comments: none

Adjournment

- Hearing no further discussion, Chair Covert-Bybee adjourned the meeting via acclimation at 4:04p CST with no opposition from the members.
- **Next Meeting: August 19, 2025**