



## Occupational Therapy Compact Executive Committee Meeting Minutes

June 9, 2025

Name	Member Role	Attendance
1. Lesly James	Chair	P
2. Teri Black	Vice Chair	P
3. Christina Bourland	Secretary	P
4. Danielle Ward	Treasurer	P
5. Missy Anthony	Member at Large	P
6. Vanessa Beauchamp	Member at Large	A
7. Venus Vendoures-Walsh	Member at Large	P
<b>Total voting members present</b>		6/7 = quorum present
Barbara Williams	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
Jessica Bolduc	Compliance Committee Vice Chair	P
Claire Covert-Bybee	Rules Committee Chair	P
Vonda Malnikoff	West Virginia	P

Name	Agenda	Minutes 5.5.25 EC Meeting	Minutes 5.5.25 JCC EC Meeting	No Voting Item	No Voting Item	Adjourn
L. James	Y	Y	Y	---	---	Via Acclimation at 2:41p CST
V. Beauchamp	---	---	---	---	---	
D. Ward	Y	Y	Y	---	---	
M. Anthony	Y	Y	Y	---	---	
T. Black	Y	Y	Y	---	---	
C. Bourland	Y	Y	Y	---	---	
V. Vendoures-Walsh	Y	Y	Y	---	---	
<b>TOTALS</b>	6/6 motion passes	6/6 motion passes	6/6 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 1:07p CST

### **Roll Call**

- A. Perry called the roll.
  - 6/7 voting members present
  - 8/9 total members present

### **Review and Adopt Agenda**

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

### **Review and Adoption of Meeting Minutes: Joint Compact Commission Executive Committee (JCC EC)**

- Committee reviewed the draft minutes from the 5.5.25 JCC EC meeting.
- Chair James called for a motion to adopt the draft minutes.
- **Motion:**
  - **C. Bourland motioned that the committee adopt the minutes with no amendments.**
  - **D. Ward seconded the motion.**
  - **All voted in favor; no one abstained; motion carried.**

### **Review and Adoption of Meeting Minutes from last Executive Committee Meeting**

- Committee reviewed the draft minutes from the 5.5.25 EC meeting.
- Chair James called for a motion to adopt the draft minutes.
- T. Black suggested that one spelling error be corrected.
- T. Black suggested that one additional attendee be added to the attendee roster.
- **Motion:**
  - **T. Black motioned that the committee adopt the minutes with two amendments.**
  - **D. Ward seconded the motion.**
  - **All voted in favor; no one abstained; motion carried.**
  - **A. Perry will correct the minutes and post them as final to the 2025 Meetings webpage.**

### **Updates**

#### **CompactConnect Update (from I. Eliassen, CSG)**

- I. Eliassen (CSG) explained:
  - States are moving into Beta testing phase; ready for states to upload data
  - States have autonomy within CompactConnect through the state configuration feature.
    - a. Reduces errors through middle-man communication
    - b. More efficient; states can make updates without waiting on administrators
  - ASLP and Counseling professionals are providing in person feedback on the application process at summer conferences

- a. Feedback applies to all compacts
  - b. Multiple testing sessions coming up
  - c. Feedback is helpful to identify challenges (ex: entering birth date was cumbersome)
- Upcoming/future compacts are expressing interest using CompactConnect
  - a. Physician's Assistants, Social Workers, Dentists/Dental Assistants
  - b. Q: Will new compacts contribute to the development expenses?
    - A: No. Open-source licensing allows any compact to use the software at no additional cost. They will have to pay for any upgrades they want; those upgrades will be available to any other compact using CompactConnect. They will have to contribute to the ongoing maintenance costs.
- Practitioners can print a privilege proof document
  - a. Generated by CompactConnect as PDF; emailed to address on file
  - b. Has QR code to scan for real-time verification of credentials

### **State Updates**

- No new states

### **Commissioner Updates**

- No new commissioners
- No one departed

### **Funding Request Updates**

- No new funding request presented
- Creative pathways for consideration
  - Service provider investment (ex: travel/recruiting agencies); how the OTC benefits them
  - Q: Can the OTCC advertise on the .gov website
    - A: Entity services are advertisable (ex: advertise selling privileges to practice)
    - Cannot advertise for private/non-profit organizations.
    - N. Kalfas will do some research to clarify.
- OTCC Staffing Updates
  - The addendum to the OTCC-ASMI MOU is fully executed. ASMI will provide a part time project manager to oversee the states onboarding process into CompactConnect
  - A. Perry will introduce the project manager, Katie Schlesinger, to the EC at the next meeting; she starts with ASMI on June 16.

### **Financial Sustainability Discussion**

- Treasurer Ward presented the Finance Committee's draft Financial Sustainability Plan (FSP)
  - She explained the FSP section by section; there were no questions regarding the content
- Chair James led the discussion asking for Committee members' feedback and input
  - The committee agreed that the content is relevant, thoughtful, and useful as a guide for discussing financial sustainability of the OTCC. The scenarios and charts are helpful. The committee thanked the Finance Committee for digging in to get the information in a concise document for review and discussion.

- Members expressed concern that there are still too many unknowns to determine when and how the OTCC will become financially independent from its generous funders
  - Cadence and speed of states onboarding to CompactConnect is a driving factor for OTCC to be able to issue/sell privileges to practice, which is necessary to generate revenue
- Treasurer Ward summarized the results of the questionnaire responses provided by Commissioners and State Administrators regarding the feasibility of states paying an OTCC State Assessment Fee
  - Many states indicated that their licensing board will meet over the summer, and this topic would be discussed; those states did not provide any input on the topic.
  - Some states expect to have to pay a flat fee (ex: \$2000/year/state).
  - Some states expect to have to pay a fee and prefer it to be an equitable sliding scale fee based on the number of licensees in a state with a capped/not-to-exceed amount.
  - Some states oppose paying a state assessment fee.
- The Executive Committee did not take a vote on moving the Financial Sustainability Plan to a final version. There are too many unknowns related to costs and revenue (ex: includes costs to continue operations; future IA expenses) to make a plan that relies on sales of privileges to practice or State Assessment Fees. The EC agreed that for the foreseeable future (at least a few years) there is a need for the financial sustainability to be a multi-pronged, collaborative effort, including:
  - Revenue generated from privileges to practice sales
  - Funder contributions
  - Potentially state assessment revenue
- The EC wants to review the results from the questionnaire once state licensing boards meet over the summer. This will help determine if a State Assessment Fee is feasible and when; not before FY27.

### **Committee Reports**

- Finance Committee = D. Ward stated that today's discussion is the FC update.
- Public Relations Committee = A. Perry stated that the PRC meets on 6.16.25 and will discuss topics for the NBCOT SRLF in September. The PRC has not met since the last EC meeting; no updates.
- Rules Committee = Chair Covert-Bybee stated that the RC drafted amendments to the OTCC's "Rule on FBI CBCs" and it will be shared with the EC for a vote at the July 15 EC meeting
- Compliance Committee = A. Perry stated that the next meeting is 6.18.25. The Compliance Committee has not met since the last EC meeting; no updates.
- Elections & Nominations Committee = A. Perry stated that the next meeting is 6.23.25. The ENC has not met since the last EC meeting; no updates.

### **Questions and Comments**

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

### **Meeting Closure**

- Motion:
  - Meeting adjourned at 2:41p CST via acclamation.