



**Occupational Therapy Compact Commission  
Rules Committee Meeting  
Minutes: September 23, 2025**

| Member                        | Attendance  | VOTES                    |                          |  |            |            |  |
|-------------------------------|---|--------------------------|--------------------------|--|------------|------------|--|
|                               |   | Agenda                   | Minutes                  | Non-substantive<br>edits and public<br>comment responses | No<br>item | No<br>item | Adjourn  |
| Claire Covert-Bybee,<br>Chair | P   | Y                        | Y                        | Y  | ---        | ---        | ---  |
| Adrienne Price                | P   | Y                        | Y                        | Y  | ---        | ---        | ---  |
| Vanessa Beauchamp             | P   | Y                        | Y                        | ---  | ---        | ---        | ---  |
| Teri Black                    | P   | Y                        | Y                        | Y  | ---        | ---        | ---  |
| Dr. Van Culotta               | P   | Y                        | Y                        | Y  | ---        | ---        | ---  |
| <b>TOTALS</b>                 | <b>5/5 voting<br/>members;<br/>quorum<br/>present</b> | 5/5<br>motion<br>carries | 5/5<br>motion<br>carries | 4/4<br>motion<br>carries                                 | ---        | ---        | Chair<br>adjourned via<br>acclimation<br>at 2:39 p 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         |
| Miranda Guarnieri            | Member of the Public | Kentucky      |

### **Welcome/Call to Order**

- Chair C. Covert-Bybee called the meeting to order at 1:02p CST.

### **Roll Call**

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

### **Review and Adoption of the Agenda**

- Chair Covert-Bybee reviewed and called for a motion to adopt the agenda.
- **Motion:**
  - **V. Beauchamp motioned that the committee adopt the agenda as presented.**
  - **V. Culotta 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.
- **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.**

### **Public Comment Review and Response**

- *Amendments to the existing rule on FBI CBCs*
  - The Rules Committee reviewed the public comments and provided responses to each comment received.
  - With consideration and a thoughtful discussion to a public comment received, the Rules Committee made one non-substantive change to the proposed rule amendment to clarify the intent of the language in the amendment.
  - Suggestion to include the acronyms – ORI, PtP, and HSL – in the OTCC rule definitions section
    - ORI is defined by the FBI – originating agency identifier
    - PtP – privilege to practice
    - HSL – home state license
- *Amendments to the OTCC's existing rule on Data System Reporting Requirements*
  - The Rules Committee reviewed the public comments and provided responses to each comment received.
  - There were no changes to the proposed rule amendments.
- *Draft rule on Conversion of an OT Privilege to Practice to a Home State License (PtP to HSL)*
  - The Rules Committee reviewed the public comments and provided responses to each comment received.
  - There were no changes to the proposed rule amendments.
- **Motion:**

- **V. Culotta motioned to accept the non-substantive edit to the proposed amendment to the existing rule on FBI CBCs and to approve the Rules Committee’s responses to the public comments as drafted in today’s meeting.**
- **T. Black seconded the motion.**
- **All voted in favor; 0 abstained; the motion carried.**

#### **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 acclamation at 2:39p CST with no opposition from the members.
- **Next Meeting: October 21, 2025**