



**Occupational Therapy Compact Commission
Finance Committee
Meeting Minutes – October 7, 2025**

Name	Attendance	VOTES			
		Agenda	Minutes	FY26 Budget	Adjourn
Danielle Ward	P	Y	Y	Y	-
Missy Anthony	P Arrived at 1:07p	---	---	Y	-
Vonda Malnikoff	P	Y	Y	Y	-
Trent Gahl	P Departed at 1:44p	Y	Y	Y	-
Totals	4/4 Quorum Present	3/3 Motion passes	3/3 Motion passes	3/3 Motion passes	Adjourned via acclimation at 1:54p CT

Other attendees (non-voting)		
Name	Role	Organization
Nahale Kalfas	Legal Counsel	OTCC
Amanda Perry	Executive Director	OTCC
Barbara Williams	Ex-Officio	NBCOT
Chuck Willmarth	Ex-Officio	AOTA

Welcome/Call to Order

- D. Ward called the meeting to order at 1:02 p.m. CT

Roll Call

- A. Perry called roll; quorum was present (3/4 voting members)
 - 4/4 voting members present at 1:07p with one member joining late

Review and Adoption of the Agenda

- D. Ward reviewed the agenda and called for a motion to adopt the agenda.
- **Motion:**
 - T. Gahl motioned to adopt the agenda as presented.
 - D. Ward seconded the motion.
 - All voted in favor; 0 abstained; motion carried.

Review and Adoption of the Minutes

- D. Ward reviewed the minutes from the previous meeting. No discussion or edits noted.
- **Motion:**
 - **T. Gahl motioned that the committee adopt the minutes as presented.**
 - **D. Ward seconded the motion.**
 - **All voted in favor; 0 abstained; motion carried.**

Standing OTCC Finance Review

- Discussion rolled into the FY26 Budget agenda item

Fiscal Year 2026 (FY26) Budget

- Chair Ward presented the final amounts for FY25 (Oct. 1, 2024 – Sept. 30, 2025) to inform the discussion for preparing the FY26 OTCC Budget.
 - Some line items were over budget; some were under budget; the amounts stayed within the overall budget
 - Invoices submitted after Sept. 30, 2026 for work completed in FY25 will be reconciled to FY25 budget.
- Chair Ward presented a draft budget for FY26 and explained the line item amounts/projections
- Q: Regarding the data system development and/or maintenance, will the Department of War (DoW) be providing funding through CSG for this purpose?
 - A: As of now, it looks promising that the DoW will fund CSG for this purpose, but nothing is secured in writing. Also, it is unknown what exactly CSG's obligations/deliverables will be and how specific the funds will be for data system development.
- It is noted that the data system maintenance/hosting budget line item is split across three compacts, and that may increase as other compacts utilize CompactConnect (data system) – so the amount may be split >3 ways in the future.
- Legal Counsel Kalfas noted that her hourly fees will likely increase within a few months of the OTCC operationalizing the sale of privileges to practice (PtPs).
- Chair Ward indicated that at the end of FY26 the OTCC should reconcile with nearly \$25,000 in the account; this does not include revenue from selling PtPs.
- **Motion:**
 - **T. Gahl motioned that the Finance Committee approves the FY26 budget with any edits delegated to Chair Ward based on recently received invoices for FY25.**
 - **M. Anthony seconded the motion.**
 - **All voted in favor; 0 abstained; motion carried**

Financial Sustainability Plan Explanation

- A. Perry presented a document that explains the ideas/opportunities for the OTCC to generate revenue and the associated challenges to those opportunities. This document will be provided to funding boards for visibility on the OTCC's pathway to a funding sustainability plan, with its intended purpose being to demonstrate what has been achieved, what the goals are, transparency of challenges encountered, and the current status of each opportunity.
 - This was for visibility and discussion only; not a voting item.

FY25 Financial Review Report

- Chair Ward explained that the OTCC received the FY25 Financial Review Report from the financial reviewers/auditors via email in mid-late July.
- It will be included in the FY25 OTCC Annual Report and posted independently on the Annual Reports webpage for the OTCC.
- This was for visibility since the Finance Committee had not met since it was received; not a voting item.

Questions and Public Comment

- Chair Ward called for additional comments/questions from the members and the public.
 - T. Gahl informed the committee that MT voted to consolidate some boards and that his tenure on the OTCC, including some committees, may be affected. He will keep A. Perry informed.
 - A. Perry explained that 2 states should operationalize and begin issuing privileges to practice within the next week, but there are some technical items to confirm before any announcements are made.

Meeting Closure

- Hearing no further discussion, Chair Ward adjourned the meeting via acclimation at 1:54p CT.
- Next OTCC FC meeting is scheduled for December 2, 2025.