

**Occupational Therapy Compact Commission
 Finance Committee
 Meeting Minutes – January 6, 2026**

Name	Attendance	VOTES				
		Agenda	Minutes	State Assessment Fee	State Reimbursement Policy	Adjourn
Danielle Ward	P	Y	Y	Y	Y	-
Missy Anthony	P Arrived at 1:05p	Y	Y	Y	Y	-
Vonda Malnikoff	P	Y	Y	Y	Y	-
Totals	3/3 Quorum Present	3/3 Motion passes	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
Amanda Perry	Executive Director	OTCC
Barbara Williams	Ex-Officio	NBCOT

Welcome/Call to Order

- D. Ward called the meeting to order at 1:06 p.m. CT.

Roll Call

- A. Perry called roll; quorum was present (3/3 voting members)
 - 3/3 voting members present at 1:05p 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:**
 - V. Malnikoff 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:**
 - **M. Anthony motioned that the committee adopt the minutes as presented.**
 - **V. Malnikoff seconded the motion.**
 - **All voted in favor; 0 abstained; motion carried.**

Standing OTCC Finance Review

- Chair Ward reminded the committee that the FY26 OTCC budget was passed by the OTCC in October 2025.

State Assessment Fee

- Chair Ward informed the Finance Committee (FC) members that the Executive Committee charged the FC with making a recommendation about whether to implement a state assessment fee and how much it should be if implemented.
- Q: Why is this coming up again now when, in mid-2025, the FC determined it is not a recommendation?
 - A: Two reasons that it is being revisited at this time, (1) the FC had in its minutes from a the mid-2025 meeting to revisit this discussion at the beginning of CY2026, so timing according to previous minutes, and (2) the OTCC Funders inquired about the various financial sustainability options that the OTCC is considering, including grants, selling PtPs, and state assessment fees. State assessment fees are something the OTCC can influence to generate revenue
- The FC members made the following points in this discussion:
 - Small states (with few licensees) will be negatively impacted by a state assessment fee, even if a sliding scale is used to determine the fee based on the number of licensees in each member state
 - A state assessment fee will not greatly impact the budget because the fee that would be recommended would either be small (~\$2000/state or it would vary based on a sliding scale meaning some states would pay less than \$2000, for example).
 - States are already investing financial resources into their data systems to be able to meet the data sharing requirements of the OTC. Adding a state assessment fee expense may create negative feelings from member states and deter non-member states from joining.
 - A state assessment fee should be considered after the OTCC begins selling PtPs. Selling PtPs is the priority and preferred pathway to generate revenue for the OTCC.
 - A. Perry shared that in a survey from 2025 to states regarding state assessment fees, there was support from many member states who expect to have to pay one because that is their experience with other licensure compacts.
 - A. Perry shared that the FC might consider making a recommendation to the EC implement a state assessment fee and let the OTCC vote on it. This would be due diligence on the FC's and EC's parts.
- **Motion:**

- **D. Ward motioned that the Finance Committee recommend a state assessment fee to the Executive Committee for consideration.**
- **The motion failed with no second. No vote on this motion.**
- **Motion:**
 - **M. Anthony motioned that the Finance Committee does not recommend a state assessment fee to the Executive Committee and will revisit the idea in mid-2026.**
 - **D. Ward seconded the motion.**
 - **All voted in favor; 0 abstained; motion carried**

State Reimbursement Policy

- Chair Ward introduced a draft State Reimbursement Policy that other licensure compact commissions implemented. A. Perry displayed it for the FC to read.
- The FC did not have any questions about or edits to the content. The consensus is that the policy is necessary and should be moved forward to the Executive Committee for consideration.
- **Motion:**
 - **M. Anthony motioned that the Finance Committee recommend to the Executive Committee to adopt the State Reimbursement Policy as presented with edit discretion to A. Perry to reflect the OT Compact where applicable.**
 - **V. Malnikoff seconded the motion.**
 - **All voted in favor; 0 abstained; motion carried**

Questions and Public Comment

- Chair Ward called for additional comments/questions from the members and the public.
 - FC members: none
 - Public: none

Meeting Closure

- Hearing no further discussion, Chair Ward adjourned the meeting via acclimation at 1:54p CT.
- Next OTCC FC meeting is scheduled for February 3, 2026.