



**Occupational Therapy Compact Commission
Finance Committee
Meeting Minutes – April 7, 2026**

Name	Attendance	VOTES				
		Agenda	Minutes	No voting item	No voting item	Adjourn
Danielle Ward	P	Y	Y	---	---	-
Missy Anthony	P	Y	Y	---	---	-
Vonda Malnikoff	P	Y	Y	---	---	-
Totals	3/3 Quorum Present	3/3 Motion passes	3/3 Motion passes	---	---	Adjourned via acclimation at 1:55p 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 1:05 p.m. CT.

Roll Call

- A. Perry called roll; quorum was present (3/3 voting members)
 - 3/3 voting members present

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.
 - M. Anthony 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

- Will review at the next meeting

Review OTC Privilege to Practice (PtP) sale reports

- A. Perry shared the financial reports that are generated from ASMI's Accounting team on behalf of the OTCC and the PtP Sales reports that are generated by CompactConnect.
- The financial reports are compared to determine if the revenue generated (financial reports) align with the number of PtPs sold (PtP Sales Reports).
- D. Ward and A. Perry reconcile the reports to approve state fee disbursement payments to each state where PtPs were sold.
- A. Perry logs into BILL.com to approve payments. Payments are then generated (ACH or paper check) and sent to the states.
- Q: Do state admins receive notification of the pending payments?
 - A: Yes – an email should go to the admin's email address from BILL.com and from CompactConnect so admins can reconcile the deposits too.
- If an admin is not receiving a report, A. Perry will work with the accounting team or the CompactConnect team, depending on which emails are not going through, to reconcile this gap.
- **Motion:**
 - **Not a voting item; discussion only**

Questions and Public Comment

- Chair Ward called for additional comments/questions from the members and the public.
 - Members:
 - Q: (from FC member to NBCOT) – What is the intent behind NBCOT's survey about the OT Compact that went out earlier this week?
 - A: (from NBCOT) – The NBCOT Board wants to make a data informed decision about whether (and how much) to continue funding the OT Compact. This survey is designed to capture data from certificants to determine practitioners' interest.
 - Public: no comments

Meeting Closure

- Hearing no further discussion, Chair Ward adjourned the meeting via acclimation at 1:55p CT.
- Next OTCC FC meeting is scheduled for June 2, 2026.