



**Occupational Therapy Compact Commission
Executive Committee Meeting Minutes
March 30, 2026**

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 <small>Joined at 1:14p CT</small>
6. Vanessa Beauchamp	Member at Large	P
7. Venus Vendoures-Walsh	Member at Large	P
Total voting members present		7/7 = quorum present
Barbara Williams	Ex-Officio – NBCOT	P
Chuck Willmarth	Ex-Officio – AOTA	P
Name	Non-Member Role	Attendance
Nahale Kalfas	OTCC Legal Counsel	P
Amanda Perry	OTCC Executive Director	P
Katie Schlesinger	OTCC Project Manager	P
Claire Covert-Bybee	OTCC Rules Chair	P
Jill Phelps	OTCC Commissioner – KY	P

Name	Agenda	Minutes from previous EC meeting	Investigations	No voting item	No voting item	Adjourn
L. James	Y	Y	Y	---	---	Via Acclimation at 1:57p CT
V. Beauchamp	Second – Y	Y	Y	---	---	
D. Ward	Y	Second – Y	Y	---	---	
M. Anthony	---	---	Motion – Y	---	---	
T. Black	Y	Motion – Y	Y	---	---	
C. Bourland	Motion – Y	Y	Second – Y	---	---	
V. Vendoures-Walsh	Y	Y	Y	---	---	
TOTALS	6/6 motion passes	6/6 motion passes	7/7 motion passes	---	---	

--- indicates member was absent, or unable to cast a vote (ex: technical difficulties), or there was no voting item for that column.

Welcome/Call to Order

- Chair L. James called the meeting to order at 1:04p CT

Roll Call

- A. Perry called the roll.
 - 6/7 voting members present at initial roll call
 - 1 member joined late
 - 7/7 members present through most of the meeting
 - Attendance reflected in chart above

Review and Adopt Agenda

- Chair James reviewed the agenda and called for a motion to approve it or amend it.
- **Motion:**
 - **C. Bourland motioned to adopt the agenda as presented.**
 - **V. Beauchamp seconded the motion.**
 - **All voted in favor; 0 abstained; motion carried.**

Review and Adoption of Meeting Minutes from last Executive Committee Meeting

- The committee reviewed the draft minutes from the last EC meeting.
- Chair James called for a motion to adopt or amend the draft minutes.
- **Motion:**
 - **T. Black motioned that the committee adopt the minutes as presented.**
 - **D. Ward seconded the motion.**
 - **All voted in favor; 0 abstained; motion carried.**

Draft Rule on Investigations – voting item

- Chair James asked OTCC's Rules Chair Covert-Bybee to provide an explanation of the draft rule on *Investigations*. Chair Covert-Bybee explained that the RC drafted the *Investigations* rule so states have a baseline standard of expectations when investigations become necessary related to the OTC.
- Q: Who determines which state will lead? Is it just expected that states will agree on one? What if there is contention among multiple states who think they should lead?
 - A: The state where the alleged incident occurred should lead the investigation, with few exceptions. However, nothing precludes a state from conducting an independent investigation.
- Q: What happens if states refuse or delay issuing subpoenas?
 - If the state law deems the subpoena lawful, and the state refuses or delays, then the state can be summonsed.
 - The committee determined to let this concern be addressed through public comment to see if the draft rule needed to be edited to include specific subpoena language.
- **Motion:**
 - **M. Anthony motioned that the committee vote to move the draft rule on *Investigations*, as presented, forward to public comment.**
 - **C. Bourland seconded the motion.**
 - **All voted in favor; 0 abstained; motion carried.**

- **A. Perry will prepare the rule for public comment.**

Questions and Comments

- Chair James opened the floor for further questions or comments from committee members.
 - A. Perry asked the Executive Committee about their preference on whether and when to extend Committee appointments for those who have served two terms on various OTCC Committees. The OTCC Bylaws state that terms can be extended once.
 - Based on the discussion, A. Perry will reach out to see if any committee members desire to have their terms extended and if they are eligible to serve another term based on their state licensing board appointments.
 - Chair James suggested that the Executive Committee look at the Treasurer's role and determine whether some of the responsibilities that Treasurer Ward has taken during her tenure should transition to ASMI (OTCC's secretariat) due to the evolving and changing environment of states operationalizing.
 - Counsel Kalfas and A. Perry will do a comparative assessment to determine what responsibilities are delegable to ASMI, if any, with continued Treasurer oversight.
 - T. Black expressed gratitude for all the work done over the years to achieve the OTC and operationalize. She's working on a project to document the history of the OTC; this is in her capacity as a member of the Executive Committee of the Occupational Therapy Leaders and Legacy Society.
 - Chair James expressed her desire to create a strategic plan for the OTCC. Counsel Kalfas suggested that the Executive Committee, in April's meeting, discuss the idea to establish an Ad Hoc Committee for this purpose.
 - K. Schlesinger updated that five (5) states have operationalized with two coming in the next month: Maryland on April 15 and Tennessee on May 1 (tentatively)
- Chair James opened the floor for public comments.
 - J. Phelps, KY's OTCC Commissioner, shared that Kentucky's FBI CBC bill is on their governor's desk waiting to be signed. Once signed, it will be effective on July 1, 2026.

Meeting Closure

- **Motion:**
 - Meeting adjourned at 1:57p CT via acclamation.
 - Next EC meeting is April 20, 2026.