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

		VOTES				
Name	**Attendance**	**Agenda**	**Minutes**	**Agenda Amendment**	**FY27 Budget**	**Adjourn**
Danielle Ward	P	Y	Y	Y	Y	-
Missy Anthony	P	Motion – Y	Motion – Y	Motion – Y	Motion – Y	-
Vonda Malnikoff	P	Second – Y	Second – Y	Second – Y	Second – 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 1:53p CT

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

Welcome/Call to Order

- D. Ward called the meeting to order at 1:01 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:**
    - **M. Anthony motioned to adopt the agenda as presented.**
    - **V. Malnikoff 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

- This discussion occurred during the FY27 Budget agenda discussion.

Strategic Planning Budget

- A. Perry shared T. Parker's (a consultant) statement of work (SoW) and engagement letter that was requested to be submitted to her by OTCC Chair James.
- The Finance Committee determined that the most appropriate course of action is for the OTCC to put out a request for proposals (RFP) for consultants who specialize in organizational strategic planning; this aligns with government best practices for securing services.
- A. Perry clarified with Counsel Kalfas that this is not a voting item on the agenda and inquired as to whether it should be. Counsel Kalfas confirmed that to make this recommendation official, this should be voted on by the FC.
- The Finance Committee voted to amend the agenda to change "Strategic Planning Budget" from a discussion item to a voting item and to recommend to the EC to put out an RFP for a Strategic Planning Consultant to include submissions with a SoW.
- **Motion:**
    - **M. Anthony motioned to amend the agenda to change "Strategic Planning Budget" from a discussion item to a voting item and to recommend to the EC to put out an RFP for a Strategic Planning Consultant to include submissions with a SoW.**
    - **V. Malnikoff seconded the motion.**
    - **All voted in favor; 0 abstained; motion carried**

FY27 Budget

- D. Ward shared a draft budget for FY27.
- The FC members discussed at what point to include privilege to practice (PtP) sales in the budget as revenue.
    - The consensus in this discussion is that it needs to be a full FY of PtP sales and maybe even two years given the license renewal cycles and how those affect PtP sales. This was a discussion, not a decision.
- **Motion:**
    - **M. Anthony motioned to approve the draft FY27 Budget with updates and edits delegated to FC Chair Ward to be presented to the Executive Committee during the October EC meeting.**
    - **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.
    - Members:
        - Chair Ward shared that she is on the OTCC and the FC until at least the end of October. She said one person applied to serve on the NC Board of OT and, if appointed, he will take her place on the OTCC. He has a fiscal/finance background and may be interested in serving as Treasurer/FC Chair, if appointed and if voted in by the OTCC. The Governor of NC appoints delegates, and that timing is unclear. Chair Ward will continue to serve on the OTCC until her replacement is appointed.
        - A. Perry shared that CSG delegated $60,000 toward state onboarding for the OTCC to be used to support states. Largely this money will be used to pay for the developers' time spent assisting state administrators and IT teams with the data sharing requirements and uploads into CompactConnect. This money is ear marked for OTCC through June 30, 2027, but it will not pass through OTCC bank accounts. It will be paid directly from CSG to IA (the developers).
    - Public: no comments

Meeting Closure

- Meeting adjourned via acclimation at 1:53p CT.
- Next OTCC FC meeting is scheduled for December 1, 2026.