



Occupational Therapy Compact Finance Committee Meeting Minutes

January 18, 2023

Committee Members Present:

Danielle Ward, Chair
Missy Anthony
Hollie Simpson

Committee Members Absent

Lesly James, ex-officio
Vonda Malnikoff

Executive Committee Ex-Officios Present

Chuck Willmarth, AOTA
Shaun Conway, NBCOT

Legal Counsel Present:

Nahale Kalfas, Council of State Governments (CSG)

CSG Staff Present:

Isabel Eliassen, CSG

Members of the Public Present

Angela Terencio
Caitlin Cornish
Lea Weiss

Welcome/Call to Order

- D. Ward called the meeting to order at 1:01 p.m. ET

Roll Call

- I. Eliassen called the roll. V. Malnikoff and L. James were absent.
- Danielle asked about the potential to add more members to the group. I. Eliassen stated that she would add this to an upcoming email to the commission.
- Missy asked about other board members joining committees. N. Kalfas agreed this would be acceptable. I. Eliassen agreed to add this information to the email.

Review and Adoption of the Agenda

- D. Ward overviewed the agenda and called for a motion to adopt the agenda.
- **Motion:** M. Anthony motioned that the committee adopt the agenda. D. Ward seconded the motion. All present voted in favor.

Review and Adoption of the Minutes

- D. Ward reviewed the minutes from the previous meeting and called for a motion to adopt them.
- **Motion:** H. Simpson motioned that the committee adopt the minutes. M. Anthony seconded the motion. All present voted in favor.

Discussion of Potential Draft Budget

- Danielle reported that the scheduled presentation from J. Rosa with the PT Compact was postponed. M. Anthony added that the PT Compact did not have a budget for its first 2-3 years and was therefore unsure of the most effective way to help this compact writing a budget for its first year.
- N. Kalfas agreed with those concerns but stated that MOUs frequently require budgets or draft budgets.
- The group discussed the fiscal year of the compact and overviewed the budget, especially the cost of the annual meeting (and the potential for collocation), the cost of the website, the addition of cybersecurity insurance to the budget, and the potential cost of the secretariat.
- D. Ward asked if the committee would prefer to approve the budget now or prefer to look at again at the next meeting after changes had been made based on the discussion. M. Anthony suggested looking at the budget during the next meeting after changes have been made. Chuck and Shaun agreed that voting on the budget could be postponed in their perspective as well. The vote was postponed until the next meeting.

General Updates

- N. Kalfas provided an update on timeline for the hiring of the secretariat.
- C. Sims will notify the committee when information on HRSA grant applications is available.
- N. Kalfas stated that other compacts are looking into different potential vendors for data systems, but that there was not an existing collaborative effort to invest jointly into a data system multiple compacts could use.
- N. Kalfas stated that the NLC IT team is helping answer some of the committee's questions about the data system, essentially serving as a free consultant. The possibility of hiring a consultant would be a decision for the executive committee.
- N. Kalfas said that survey questions should be finalized and sent to states. The NLC is hoping to have a call with state board administrators on their data system so state board administrators will have the chance to ask technical questions.

Recommendations of Subcommittees for Executive Committee

- The committee discussed the possibility of recommending to the executive committee the creation of a subcommittee to look into opportunities related to IT and data systems. The discussion was tabled to revisit at a future meeting.

Questions and Public Comments

- D. Ward reminded the committee that the next meeting was February 15.

Meeting Closure

- Hearing no further questions, D. Ward called for a motion to adjourn.
- **Motion:** M. Anthony motioned to adjourn. D. Ward seconded the motion. D. Ward called the adjournment of the meeting at 2:18 p.m. ET.