



Occupational Therapy Compact Executive Committee Special Meeting Minutes

January 24, 2023

Members Present:

Chair	Lesly James	South Carolina
Vice Chair	Teri Black	Wisconsin
Treasurer	Danielle Ward	North Carolina
Secretary	Renee Causey-Upton	Kentucky
Member-at-Large	Missy Anthony	Ohio
Member-at-Large	Vanessa Beauchamp	Missouri
Member-at-Large	Daniel Martin	Maryland

Members Absent: N/A

Ex-Officio Delegates Present:

Chuck Willmarth, AOTA
Shaun Conway, NBCOT

Ex-Officio Delegates Absent: N/A

Legal Counsel Present:

Nahale Kalfas, Council of State Governments (CSG)

CSG Staff Present:

Carl Sims, CSG

Delegates Present:

Chris Daly Arizona

January 24, 2023

Welcome/Call to Order

- L. James called the meeting to order at 10:02 am ET.

Roll Call

- C. Sims called the roll. No members were absent.

Review and Adoption of the Agenda

- L. James reviewed the agenda.
- L. James called for a motion to adopt the agenda.
- **Motion:** V. Beauchamp moved that the committee adopt the agenda. T. Black seconded the motion. All members voted in favor, 0 opposed, and 0 abstained. The motion passed.

Discuss and Vote on Communications Committee Chair

- L. James called on M. Anthony to speak to this agenda item.
- M. Anthony discussed the need to find a chair for the Communications Committee who was not on the Executive Committee. C. Daly is a Compact Commissioner who volunteered as a new member of the Communications Committee and was willing to accept the role.
- C. Daly reviewed his experience and background in occupational therapy, technology, and leadership.
- **Motion:** M. Anthony moved that the committee appoint C. Daly as Chair of the Communications Committee. T. Black seconded the motion. All members voted in favor, 0 opposed, and 0 abstained. The motion passed.

Discuss Applications for Secretariat

- L. James discussed the overall summary sheet reviewing the three candidates that was compiled by C. Sims. L. James called for a motion to move into closed session.
- N. Kalfas certified the move to closed session based on Section 8E, #2, and particularly section d from the Compact.
- **Motion:** D. Martin moved that the Executive Committee enter closed session, as certified by N. Kalfas. T. Black seconded the motion. All members voted in favor, 0 opposed, and 0 abstained. The motion passed.

Discuss and Vote on Interviews for Applicants

- The Executive Committee entered closed session.
- V. Beauchamp recused herself and entered the waiting room for discussion of Council on Licensure, Enforcement, and Regulation Association Management Services (CLEAR) Association Management due to previous experience with the company in her role as president of a national association. She returned for discussion of the remaining two applicants.
- The Committee discussed the applicants.
- S. Conway reported a potential conflict of interest regarding the application for ASMI due to personally knowing Dia Gainor, who is employed by ASMI. N. Kalfas felt this was not a true conflict so long as he is able to interact in the discussion without bias, and S. Conway is not a voting member of the committee. S. Conway felt he was able to continue the discussion objectively.
- N. Kalfas requested that all members enter their overall rubric scores and ranking of candidates into the Zoom Chat and send directly to C. Sims to compile for an overall average rubric score and ranking.
- **Motion:** M. Anthony made a motion to return to open session. T. Black seconded the motion. All members voted in favor, 0 opposed, and 0 abstained. The motion passed.

- **Motion:** M. Anthony motioned for CSG staff, with oversight by Chair James, to follow up on references provided on the application received by Association of Society Management International (ASMI), collect and aggregate application scores submitted by executive committee members, and invite ASMI to the February 13, 2023 meeting of the executive committee for an interview. CSG staff was further directed to work with Chair James on developing interview questions to send in advance of the meeting. V. Beauchamp seconded the motion. All members voted in favor, 0 opposed, and 0 abstained. The motion passed.

Meeting Closure

- L. James asked if there were any final questions or announcements. February 13th was announced as the next meeting date.
- L. James called for adjournment of the meeting.
- **Motion:** R. Causey-Upton made the above motion. D. Martin seconded the motion. All members voted in favor, 0 opposed, and 0 abstained. The motion passed.
- Meeting adjourned at 11:56 am ET.