

**Occupational Therapy Compact Commission
 Finance Committee
 Meeting Minutes – February 6, 2024**

Name	Attendance	VOTES			
		Agenda	Minutes	No Item	Adjourn
Danielle Ward	P	Y	Y	-	Y
Missy Anthony	P	Y	Y	-	Y
Vonda Malnikoff	P	Y	Y	-	Y
Renee Causey-Upton	P	Y	Y	-	Y
Totals	4/4 Quorum Present	4/4 Motion passes	3/4 Motion passes	-/- Motion passes	4/4 Motion passes

Other attendees (non-voting)		
Name	Role	Organization
Nahale Kalfas	Legal Counsel	OTCC
Amanda Perry	Executive Director	OTCC
Chuck Willmarth	VP of State Affairs	AOTA

Welcome/Call to Order

- D. Ward called the meeting to order at 1:02 p.m. CST

Roll Call

- A. Perry called roll; quorum was present (4/4 voting members)

Review and Adoption of the Agenda

- D. Ward reviewed the agenda and called for a motion to adopt the agenda.
- **Motion:**
 - R. Causey-Upton motioned to adopt the agenda as presented.
 - M. Anthony seconded the motion.
 - All voted in favor; no one abstained; motion carried.

Review and Adoption of the Minutes

- D. Ward reviewed the minutes from the previous meeting and called for a motion to adopt them.

- **Motion:**
 - **D. Ward motioned that the committee adopt the minutes as presented.**
 - **R. Causey-Upton seconded the motion.**
 - **All voted in favor; 0 abstained; the motion carried.**

Financial Sustainability Discussion (not a voting item)

- HRSA Grant NOFO should be published soon
 - OTCC will review requirements to apply
 - OTCC may be eligible because it does work on behalf of state licensing boards
- Application fee for OTC
 - Distinguish between licensing fee and OTC application fee
 - Suggestion that when OTC sets a fee it, plus the state fee (if applicable), combined should be less than the state licensing fee: $OTC + State\ OTC\ Fee = < State\ Licensure\ Fee$
 - There is a need to consider the impact that the OTC fee will have on state reciprocity fees
 - Licensing boards are funded through licensing/reciprocity fees; concern that OTC fees will decrease revenue
 - Fee needs to be reasonable but competitive
 - Even if the OTC fee is above the state licensure fee, the streamlined process to obtain privileges is marketable
- Follow up data needed to make informed fee setting decisions
 - PT Compact has records of PTC by state/year: N. Kalfas will request this information
 - States can analyze data to determine how many clinicians have home state v. out of state addresses – to get an idea of who/how many might apply for OTC
 - NBCOT is conducting a survey to states about licensure fees; closes Feb. 14, 2024.
 - Finance Committee members would like to see the results at the 4.23.24 meeting
 - Finance Committee suggests putting the survey results on the ABM agenda
- Closing remarks
 - A fee is necessary to financially sustain the OTC/OTCC
 - A fee will not be implemented until the data system is built and is issuing privileges to practice
 - There is time to make this decision with the follow up data mentioned above
 - Be mindful of states' rulemaking processes needed to implement state fees
- **Motion:**
 - **Not a voting item**
 - **No Motion/No second**
 - **No votes captured**

Financial Layers of Visibility

- A. Perry displayed a graph of the layers of visibility for OTCC's finances
- In the December 2023 meeting the authority to approve the process was delegated to Chair Ward
- The OTCC FC members did not have any questions of discussion regarding the process

Questions and Public Comment

- Chair Ward called for public comments/questions.

- Suggestion for future agenda items:
 - HRSA Grant NOFO (when published)
 - Data Vendor Selection & Overall Cost
- Next OTCC FC meeting is rescheduled from April 9 to April 23, 2024

Meeting Closure

- Hearing no further discussion, D. Ward called for a motion to adjourn.
- M. Anthony motioned to adjourn.
- D. Ward seconded the motion.
- All voted in favor, and the **meeting adjourned at 1:53p CST.**