

**Occupational Therapy Compact Commission  
Public Relations Committee  
Meeting Minutes – February 20, 2024**

Name	Attendance	VOTES			
		Agenda	Minutes from 8.21.23	---	Adjourn
Chris Daly, Chair	P	Y	Y		
Missy Anthony	P	Y	Y		
Lesly James	A	---	---		
Kathy Weed	P	Y	Y		
<b>Totals</b>	<b>3/4 Quorum Present</b>	<b>3/3 Motion passes</b>	<b>3/3 Motion Passes</b>	<b>No item for vote</b>	<b>Adjourned via acclamation</b>

Other attendees (non-voting)		
Name	Role	Organization
Nahale Kalfas	Legal Counsel	OTCC
Amanda Perry	Executive Director	OTCC
Shaun Conway	OTCC, Ex-Officio	NBCOT
Chuck Willmarth	OTCC, Ex-Officio	AOTA

**Welcome/Call to Order**

- C. Daly welcomed the attendees and called the meeting to order at 9:11a CST.

**Roll Call**

- A. Perry called roll. 3/4 voting members present. A quorum was present.

**Review and Adoption of the Agenda**

- Chair Daly reviewed the agenda and called for a motion to approve it.
- One member suggested that a discussion item be added to the agenda to discuss the April 23 webinar.
- **Motion:**
  - C. Daly motioned that the webinar discussion be amended to the agenda after the PAMPCA discussion.
  - K. Weed seconded the motion.
  - All voted in favor; no one abstained; the motion carried.

### **Review and Adoption of the Minutes**

- C. Daly reviewed the minutes from the August 21, 2023 meeting and requested a motion to approve the minutes as presented.
- There are no minutes from the December 2023 discussion: no quorum present during that meeting.
- **Motion:**
  - **C. Daly made a motion to approve the 8.21.23 minutes as presented.**
  - **K. Weed seconded the motion.**
  - **All voted in favor; no one abstained; the motion carried.**

### **AOTA Conference Handout Content**

- C. Daly pre-drafted some bullet points for the handout. A. Perry displayed a draft of the handout with the bullet points. The attendees made minor editing suggestions for some of the content. The edits were completed in real time for all to see.
- A. Perry will add the current map and some clarifying bullets to the back of the flyer.
- A. Perry will print 5x7 bullet point information cards to be handed out at the INSPIRE conference.
- Update: drawstring bags with logo to promote the OTC were delivered; look great
- **Motion:**
  - **No motion; no vote**
  - **M. Anthony defers to Chair Daly and Chair James for final approval of the handout content; she had to step off the meeting; K. Weed agrees with M. Anthony to defer the final decision to the Chairs.**

### **PAMPCA Letter Response**

- A. Perry shared an email and attachments regarding PAMPCA certification. The sender, Dr. McPhee, suggests that the OTC have a clarifying statement on the website about various modalities and states' requirements.
- The members agreed that addressing this unique circumstance on the FAQs page of the website, in the INSPIRE presentation, and during the April webinar will be an adequate response to mitigate potential confusion.
  - Each state should have a clear description of requirements on its website.

### **April 23, 2024 Webinar**

- C. Willmarth shared that AOTA added this webinar to their webinar series.
- Date: April 23, 2024 at 1:00p CST.
  - Conflict with OTCC Finance Committee; A. Perry will address this conflict
- Presenters: C. Daly, C. Willmarth, S. Conway, and L. James (tentatively)
  - A. Perry will ask L. James if she is available and willing to present at that time.
- Marketed through AOTA, NBCOT, and OTC websites with links to AOTA's registration page.
- AOTA will track attendance and issue CEUs.
- **Motion:**
  - No motion; no vote; discussion only

### **Discussions and Public Comment**

- N. Kalfas suggested (future agenda item) that OTCC consider facilitating governance training every couple of years at the annual business meeting.
  - Can be done live during the meeting; part of the agenda
  - Can be pre-recorded and viewed at anytime by commissioners; will need to get an attestation from the commissioners that they viewed it.
  - Needed for new commissioners; refresher for tenured commissioners
  - Attendees agreed that is a good idea.

**Meeting Closure**

- Hearing no further discussion, Chair Daly adjourned the meeting by acclamation at 9:59a CST.