



Occupational Therapy Compact Communications Committee

Meeting Minutes

August 21, 2023

Committee Members Present:

Chris Daly, Chair
Kathryn Loukas (on behalf of Jessica Bolduc)
Kathy Weed
Missy Anthony

Committee Members Absent

Olivia Freeman
Lesly James (ex-officio)

Legal Counsel Present:

Nahale Kalfas

CSG Staff Present:

Executive Committee Ex-Officio Members Present

Shaun Conway (NBCOT)

OT Compact Representative

Amanda Perry

Welcome/Call to Order

- C. Daly called the meeting to order at 1:03 p.m. ET

Roll Call

- A. Perry called roll. Quorum represented with 4/6 voting members present.

Review and Adoption of the Agenda

- C. Daly reviewed the agenda and called for a motion to adopt the agenda.
- **Motion:** K. Loukas moved that the committee adopt the agenda. K. Weed seconded the motion. All present voted in favor.

Review and Adoption of the Minutes

- C. Daly reviewed the minutes from the May 2023 meeting and, hearing no questions, called for a motion to adopt the minutes.
- **Motion:** K. Weed moved that the committee adopt the minutes. K. Loukas seconded the motion. All present voted in favor.

Charge from OTCC EC to draft updated communications to stakeholders

- Nahale Kalfas shared a draft of a timeline and data system development brief (included at the end of these minutes) that was developed by Council of State Governments (CSG). For the PR committee to consider using as part of the stakeholder communications. Discussion as follows:
 - Need to draft an executive summary (bullets) that references this brief and the timeline.
 - Suggestion to delegate the content of the summary to CSG/Nahale/Chair Daly.
 - Need to be transparent about timeline for OT compact development AND the amount of time for states to integrate (will vary).
 - Need to include Chuck's points from the EC meeting (reference EC meeting minutes)
 - Communications are good/important to stay ahead; keeping audience informed about the "why"; will help people understand and give a sense of perspective (why the process is so time consuming)
 - Explain the joint RFP approach (with two other compacts) is not creating a delay
 - Some compacts already had a system in place; OT is developing from scratch
 - Completion of system doesn't equal state operationalism
 - Efforts are being considered for states to be able to integrate efficiently
- **Motion:** K. Loukas motioned in response to the OTCC Executive Committee's charge - the PR Committee create an executive summary brief and reference the final version of CSG's documents (timeline and brief – see drafts below) for distribution to all stakeholders and delegate completion of the task to Chair Daly and Missy Anthony. K. Weed seconded the motion. All present voted in favor.

NBCOT State Leadership Forum – OTCC Panelist Presentation (review of draft)

- Amanda shared a draft version of the panelists' presentation. Order of presenters:
 - OTCC Commission Chair, Lesly James
 - Executive Director, Amanda Perry
 - Public Relations Committee Chair, Chris Daly
 - Finance Committee Chair, Danielle Ward
 - Rules Committee Chair, Michael Sobowale
 - Audience Questions/Comments
- Chairs will present the highlights of their respective committees
 - Purpose
 - Achievements/accomplishments
 - Next steps
- Positive feedback from the PR committee regarding the draft content of the presentation so far
- Pressing questions/ideas (to consider addressing in the presentation) can be emailed to Amanda; she will compile and share with Chair Daly, Nahale Kalfas, and Chair James (as needed)
- The PR Committee and NBCOT are excited for the opportunity to have the OT Compact Chairs and Executive Director give this presentation and be available for audience engagement

Gender affirming care

- For consideration: *Do OT/OTAs provide gender-affirming care?*
 - Relevant for considering professional policies
 - Be aware of any legal implications that may come up (have in other professions)
 - Some OT/OTAs work in mental health settings; may provide gender affirming care
 - Post surgery therapies may be done by OT/OTAs

OTCC Annual Report (review of very rough/initial draft)

- Amanda Perry showed the PR Committee a rough, initial, not-complete draft of an annual report
- Template/headings from ASLP report
- Content will be similar to other compact reports due to the nature of compacts
- Final draft to be approved in first week of October (ahead of annual meeting, Oct. 16)
 - PR committee members agree to delegate the final approval to Chair Daly
 - Ahead of his approval, a draft will be circulated to PR for final feedback/input

Questions and Public Comments

- Great work is being done by all!

Adjournment

- Hearing no additional questions, C. Daly called for a motion to adjourn.
- **Motion: K. Loukas motioned to adjourn. M. Anthony seconded the motion. The meeting adjourned at 1:58 p.m. ET.**

****draft timeline and data system development brief are below****
for consideration when developing the stakeholder communications

**Developed by Council of State Governments*

Data System Development Timeline

July/Aug. 2023 | Receive approval from executive committees to pursue joint approach

Aug. 2023 | Finalize RFP (w/ compact designees) + Develop procurement and evaluation strategy

Aug./Sept. 2023 | Executive committees approve final RFP (if needed) + Discuss RFP Procurement and Evaluation Strategy

Sept. 2023 | RFP Release + Applicant Webinar

Nov. 2023 | Vendor Proposals Due

Nov./Dec. 2023 | RFP Evaluation/Approval + Determine Project Management & Budget Approach

Jan. 2023 | Contract Negotiations + Project Management Team Established

Feb. 2023 | Work Begins

Feb. 2024-Aug. 2025 | Regular Project Management Meetings with Vendors + Commission Updates

March 2024-Aug. 2025 | Minimum Viable Product Finished (incl. at least two compact state integrations)

**Developed by Council of State Governments*

Brief - Occupational Licensure Compact Data Systems

- The Compact Data System implements the functions of a licensure compact. The data system is responsible for storing data of licensed professions submitted by compact member states, facilitating the issuance of a compact authorization to practice, and enabling states to share information about licensee investigations and adverse actions.

- Data System functions may more specifically:
 - Include a public facing application for employers, consumers/patients, and the general public to verify license/compact privilege statuses.
 - Receive data on licensees from compact member states for the purposes of verifying eligibility for the compact
 - Collect and remit compact fees
 - Enable content management for publishing basic information material to the public facing application (i.e. specific state requirements, scope of practice differences, etc.)
 - Analyze data about compact usage
 - Facilitate communication among compact member states on investigations, notifications of adverse actions

- The data system is a feature of every licensure compact and is specifically defined in the authorizing compact legislation.

[Compact Legislation Definition Example] *“Data System” means a repository of information about Licensees, including, but not limited to, continuing education, examination, licensure, investigative, Privilege to Practice and Adverse Action information.*

- Per the enabling compact legislation, compact member states are required to participate in the Commission’s Data System.

- The Compact Commission is responsible for the maintenance, operation, and utilization of the data system.

- The data system represents the largest time and cost investment by a compact to operationalize. Typically, compact commissions may take several years to develop a system after the activation of the compact. The cost of the data system has historically varied and is dependent on the exact features needed and existing systems already available. Cost estimates range from \$1.5 million-\$4 million for a system.