



**Occupational Therapy Compact Commission**

**Rules Committee Meeting**

**Minutes: April 16, 2024**

Member	Attendance	VOTES					
		Agenda	Minutes	Draft Rule on FBI CBC	No item	No item	Adjourn
Claire Covert-Bybee, Chair	P	Y	Y	Y	---	---	---
Nate Brown	P	Y	Y	Y	---	---	---
Adrienne Price	P <small>Joined at 2:37p CST</small>	---	Y	Y	---	---	---
Vanessa Beauchamp	P	Y	Y	Y	---	---	---
Teri Black	A	---	---	---	---	---	---
Kathryn Skibek	P	Y	Y	Y	---	---	---
<b>TOTALS</b>	<b>4/6 voting members; quorum present; 5/6 voting members present at 2:37p CST</b>	4/4 motion carries	5/5 motion carries	5/5 motion carries	---	---	Chair adjourned by acclimation

Other attendees (non-voting)		
Name	Role	Organization
Nahale Kalfas	Legal Counsel	OTCC
Amanda Perry	Executive Director	OTCC
Dr. Van Culotta	Commissioner	OTCC, LA
Shaun Conway	Ex-Officio Commissioner	OTCC, NBCOT

## Welcome/Call to Order

- Chair C. Covert-Bybee called the meeting to order at 2:32p CST.

## Roll Call

- A. Perry called the roll; quorum was present; attendance reflected in chart above.

## Review and Adoption of the Agenda

- Chair C. Covert-Bybee reviewed and called for a motion to adopt the agenda.
- **Motion:**
  - **V. Beauchamp motioned that the committee adopt the agenda as presented.**
  - **K. Skibek seconded the motion.**
  - **All voted in favor; 0 abstained; the motion carried.**

## Review and Adoption of the Minutes

- Chair Covert-Bybee reviewed the minutes from the previous meeting and called for a motion to adopt them with edits suggested by V. Malnikoff, a commissioner who attended that meeting. Those edits were sent via email by Ms. Malnikoff and are italicized below:
  - *Under the last section titled Discussion regarding FBI Criminal Background Checks, second subsection, the first point should read:*
    - *Last paragraph needs to add language that covers both issuing AND receiving CBC information Compact Privileges to Practice; needs to go both ways.*
  - *Likewise, the third point should read:*
    - *Suggestion to only have this language as a final sentence/paragraph: A member state cannot participate in issuing or receiving compact privileges until such member state....*
- **Motion:**
  - **N. Brown motioned that the committee adopt the minutes with the edits.**
  - **K. Skibek seconded the motion.**
  - **All voted in favor; 0 abstained; the motion carried.**

## Draft (and tentative vote) FBI Criminal Background Checks (CBC):

- Chair Covert-Bybee proposed a continued discussion (from the last RC meeting) to adapt the Audiology Speech Language Pathology (ASLP) Compact's rules on FBI CBCs for potential adoption by the OTCC.
- A. Perry displayed a draft of the FBI CBC rule that was adapted for the OTC RC to review and discuss; the adaptations were made after the last RC meeting and incorporate the edits suggested by the RC members during that meeting.
  - There were minor, clarifying edits made to the proposed draft.
  - The committee members agreed that the draft was presentable to the OTCC Executive Committee
- **Motion:**
  - **V. Beauchamp motioned that the committee adopt the minutes with the edits.**
  - **A. Price seconded the motion.**
  - **All voted in favor; 0 abstained; the motion carried.**

- **A. Perry will add the review of this draft FBI CBC rule to the EC's agenda.**

### **Questions and Comments**

- Chair C. Covert-Bybee suggested that the RC begin planning for upcoming rules that will be needed to implement/operationalize the OTC, data system, and application processes. She suggested, as a brainstorm, the following rules for the committee to consider and asked the members to prioritize the list and suggest additional rules as needed:
  - a) Content of application forms for home/remote member states.
  - b) Criminal history information sharing.
  - c) Ensure there is liberty and flexibility in active-duty military personnels' home state designation.
  - d) The following rules will be drafted in collaboration with the OTCC Finance Committee
    - Professionals' application fees to the OTCC.
    - Member state fees (whether there will be a fee and what it will be if so)
    - Recommendation to states regarding their application fees; OTCC does not require states to charge an application fee but will offer guidance to states as requested.
- The RC members agreed that these rules are needed and will be added to the que of rules to draft; they also agreed to prioritize the following two rules from the list above:
  - a) Content of application forms for home/remote member states.
  - c) Ensure there is liberty and flexibility in active-duty military personnels' home state designation.
- Chair C. Covert-Bybee called for additional questions and comments from the members and the public.

### **Adjournment**

- **Hearing no further discussion, Chair Covert-Bybee adjourned the meeting via acclamation at 3:02p CST with no opposition from the members.**