

Occupational Therapy Compact Commission (OTCC)

2024 Annual Business Meeting: Public Notice Information / Agenda

Date: **Wednesday, March 20, 2024** | Time: **1:00p – 4:00p CST (2:00 – 5:00p EST)**

Locations (hybrid):

- **Virtual Zoom Link:** <https://zoom.us/j/92662307892>
- **In person Location:**
Rosen Centre Hotel - Salons: 17/18 (2nd Level)
 9840 International Drive
 Orlando, Florida 32819

TIME <i>~in CST</i>	TOPIC <i>*Indicates voting item</i>	FACILITATOR(S)
1:00p (45 mins)	Welcome, Call to Order, Roll Call, Introduction of states & delegates	Chair, Exec. Dir.
1:45p (10 mins)	Review and Adopt Agenda*	Chair
1:55p (10 mins)	Review and Adopt Minutes*	Chair
2:05p (15 mins)	OTCC Updates & Committee Reports <ul style="list-style-type: none"> • OTCC Updates, Chair James • Executive Committee, Chair James • Finance Committee, Chair Ward • Rules Committee, Chair Covert-Bybee • Public Relations Committee, Chair Daly • Elections Committee • Compliance Committee 	Chair
2:20p (10 mins)	BREAK (10 mins)	Everyone
2:30p (20 mins)	Rules on Definitions* <ul style="list-style-type: none"> • Discussion • Vote (to adopt or send back to Rules Committee) 	Rules Chair, Chair
2:50p (30 mins)	Rules on Data System* <ul style="list-style-type: none"> • Discussion • Vote (to adopt or send back to Rules Committee) 	Rules Chair, Chair
3:20p (20 mins)	Bylaw Edits* <ul style="list-style-type: none"> • Discussion • Vote (to adopt or send back to Rules Committee) 	Rules Chair, Chair
3:40p (20 mins)	Discussions and Public Comments	Chair
4:00p	Adjourn*	Chair

State	Delegate	Attendance	Agenda	Minutes	Draft Rule on Def.	Draft Rule on Data Sys.	Draft Bylaw Amends.	Adjourn
1. Alabama	Amanda Smith	Absent	---	---	---	---	---	Adjournment via acclimation At 3:04p CST (4:04p EST)
2. Arizona	Chris Daly	Present	Yes	Yes	Yes	Yes	Yes	
3. Arkansas	Juli Carlson	Present	Yes	Yes	Yes	No	Yes	
4. Colorado	Nate Brown	Present	Yes	Yes	Yes	Yes	Yes	
5. Delaware	Karen Rohrer	Present	Yes	Yes	Yes	Yes	Yes	
6. Georgia	Adrienne Price	Present	Yes	Yes	Yes	Yes	Yes	
7. Indiana	Sharon Pape	Present	Yes	Yes	Yes	Yes	Yes	
8. Iowa	Venus Vendoures-Walsh	Present	Yes	Yes	Yes	Yes	Yes	
9. Kentucky	Renee Causey-Upton	Present	Yes	Yes	Yes	Yes	Yes	
10. Louisiana	Vincent Culotta	Present	Yes	Yes	Yes	Yes	Yes	
11. Maine	Jessica Bolduc	Present	Yes	Yes	Yes	Yes	Yes	
12. Maryland	Daniel Martin	Present	Yes	Yes	Yes	Yes	Yes	
13. Mississippi	Felicia Wang	Absent	---	---	---	---	---	
14. Missouri	Vanessa Beauchamp	Absent	---	---	---	---	---	
15. Montana	Trent Gahl	Present	Yes	Yes	Abstain	Abstain	Yes	
16. Nebraska	Claire Covert-Bybee	Present	Yes	Yes	Yes	Yes	Yes	
17. New Hampshire	Bethany Cottrell	Present	Yes	Yes	Yes	Yes	Yes	
18. North Carolina	<i>Alternate, Sarah Rahman</i>	Present	Yes	Yes	Yes	Yes	Yes	
19. Ohio	Missy Anthony	Present	Yes	Yes	Yes	Yes	Yes	
20. South Carolina	Lesly James	Present	Yes	Yes	Yes	Yes	Yes	
21. South Dakota	Megan Johnke	Present	Yes	Yes	Yes	Yes	Yes	
22. Tennessee	Noranda French	Present	Yes	Yes	Yes	Yes	Yes	
23. Utah	Jana Johansen	Present	Yes	Yes	Yes	Yes	Yes	
24. Virginia	Kathryn Skibek	Absent	---	---	---	---	---	
25. Washington	<i>Alternate, Mary Spores</i>	Present	Yes	Yes	Yes	Yes	Yes	
26. West Virginia	Vonda Malnikoff	Present	Yes	Yes	Yes	No	Yes	
27. Wisconsin	Teri Black	Present	Yes	Yes	Yes	Yes	Yes	
28. Wyoming	Nicole Harris	Present	Yes	Yes	Yes	Yes	Yes	
29. AOTA	Chuck Wilmarth	Present						
30. NBCOT	Shaun Conway	Present						
TOTALS		26/30 commissioners present; 24/28 Voting commissioners present; quorum present	24 = Yes 0 = Abstain 0 = No Motion carries	24 = Yes 0 = Abstain 0 = No Motion carries	23 = Yes 1 = Abstain 0 = No Motion carries	21 = Yes 1 = Abstain 2 = No Motion carries	24 = Yes 0 = Abstain 0 = No Motion carries	

Welcome, Call to Order, Roll Call

- Chair Lesly James welcomed attendees via Zoom and in person.
- Chair James called the meeting to order at 1:18 CST / 2:18 EST
 - There was a delay in calling the meeting to order due to technology issues.
 - 10 minutes after the meeting was called to order a pause was needed because of ongoing technical issues; the meeting was paused until 1:45p CST / 2:45p EST at which time it resumed and was conducted without further interruptions.
- A. Perry called roll by state; attendance is reflected in the chart above.
 - voting quorum present

Introduce New Commissioners

- Chair James acknowledged the new commissioners/states who onboarded since the October 2023 Annual Board Meeting.
 - Alabama, Amanda Smith
 - Indiana, Sharon Pape
 - Montana, Trent Gahl
 - Virginia, Kathryn Skibek

Voting item: Review and Adopt Agenda

- Chair James reviewed the agenda as posted and called for discussion and a motion to approve the agenda.
- **Motion: V. Culotta (LA) motioned for the agenda to be accepted as presented; S. Rahman (NC) seconded the motion.**
- **A. Perry conducted a roll call vote by state.**
- **Motion carries. Votes are captured in the chart above.**

Voting item: Review and Adopt Minutes from October 2023 OTCC ABM

- Chair James reviewed the minutes from the October 2023 OTCC ABM and called for discussion and a motion to approve the agenda.
- **Motion: V. Culotta (LA) motioned to approve the minutes from the October 2023 OTCC ABM as drafted and presented; R. Causey-Upton (KY) seconded the motion.**
- **A. Perry conducted a roll call vote by state.**
- **Motion carries. Votes are captured in the chart above.**

OTCC Updates & Committee Reports

- **Executive Committee:** Chair James stated that over the last several months the OTCC has partnered with two other Compacts to co-fund/co-develop the data system needed to operationalize the compact. The data system will be integrated with state licensing systems

for secure data exchanges (licensure statuses). OTs/OTAs will apply for privileges to practice via the data system. This is a project that will be ongoing throughout 2024. OTC representatives on the project are OTCC Commissioner, Missy Anthony (OH) and OTCC Executive Director, Amanda Perry.

- **Public Relations Committee:** Chair Chris Daly mentioned the Annual Report that was published online in late 2023. He expressed appreciation to the PRC members for their engagement in the discussion about what goodies OTCC should hand out during the AOTA INSPIRE conference. As a result, the OTCC is prepared to give out 260 logoed drawstring backpack bags and 500 double-sided informational flyers. Chair Daly mentioned the Short Course presentation being held on Saturday during the INSPIRE Conference. The content includes a brief history of the OTC and general as well as legislative updates. He stated that the next project is the April 30 webinar that will have similar content as the INSPIRE Short Course. Chair Daly also mentioned that there is a vacancy on the PRC; if anyone is interested in serving on the PRC, email A. Perry.
- **Finance Committee:** Chair Danielle Ward regretted not being able to attend the ABM. OTCC Executive Director, Amanda Perry provided the FC updates on Chair Ward's behalf. She expressed appreciation to the OTCC for approving the FY24 budget at the October 2023 ABM. Since the October ABM, the FC has met regularly and is preparing to make payments to the data system developer, which will be a large portion of the OTCC budget. The next steps for the FC are to analyze the NBCOT state fee survey to determine an appropriate application fee that will be charged to those seeking a compact privilege to practice once the applications are live in 2025.
- **Rules Committee:** Chair Claire Covert-Bybee clarified that the remaining agenda (voting) items are directly related to the work done by the RC over the last several months, so an update will be woven into the presentation of those items. Chair Covert-Bybee mentioned that the next project for the RC, assuming today's agenda items are approved, is to discuss and decide on FBI background check rules – as required by the OTC legislation.
- **Compliance Committee:** Chair James mentioned that the CC has not been active but will become active by mid-year.
- **Elections & Nominations Committee:** Chair James mentioned that the ENC will become active by year's end.

Voting Item: *Draft Rule on Definitions*

- Rules Committee Chair, Covert-Bybee presented the *Draft Rule on Definitions*. She provided a brief history of this rule set. She mentioned that the OTCC Commissioners received the draft ahead of the meeting for review and preparation to vote in today's ABM. Chair Covert-Bybee also mentioned the public comment period and that all comments were formally addressed by the RC and posted on the OTC Website.
- During the discussion there was one clarifying question, which was answered by Legal Counsel, Nahale Kalfas.

- Commission Chair, Lesly James called for a motion to approve the *Draft Rule on Definitions*.
- **Motion: V. Culotta (LA) made a motion to approve the *Draft Rule on Definitions* as presented, notwithstanding any grammar/spelling corrections that may need to be made but do not alter the content or intent of the rule; M. Spores (WA) seconded the motion.**
- **A. Perry conducted a roll call vote by state.**
- **Motion carries. Votes captured in chart above.**

Voting Item: *Draft Rule on Data System*

- Rules Committee Chair, Covert-Bybee presented the *Draft Rule on Data System*. She provided a brief history of this rule set. She mentioned that the OTCC Commissioners received the draft ahead of the meeting for review and preparation to vote in today's ABM. Chair Covert-Bybee also mentioned the public comment period and that all comments were formally addressed by the RC and posted on the OTC Website.
- During the discussion the questions were answered by Legal Counsel, Nahale Kalfas. Some concerns were raised about the use of Social Security Numbers. There was a suggestion that the NBCOT identifier be utilized since all OT professionals have one.
- Commission Chair, Lesly James called for a motion to approve the *Draft Rule on Definitions*.
- **Motion: V. Culotta (LA) made a motion to approve the *Draft Rule on Data System* as presented, notwithstanding any grammar/spelling corrections that may need to be made but do not alter the content or intent of the rule; T. Black (WI) seconded the motion.**
- **A. Perry conducted a roll call vote by state.**
- **Motion carries. Votes captured in chart above.**

Voting Item: *OTCC Bylaw Amendments*

- Rules Committee Chair, Covert-Bybee presented the *OTCC Bylaw Amendments*. She provided a brief overview of the draft amendments. She mentioned that the OTCC Commissioners received the draft ahead of the meeting for review and preparation to vote in today's ABM. Chair Covert-Bybee also mentioned the public comment period and that no public comments were received regarding the draft amendments during the comment period.
- During the discussion the question was asked when the amended bylaws (if approved today) take effect. N. Kalfas answered and stated "immediately."
- Commission Chair, Lesly James called for a motion to approve the *OTCC Bylaw Amendments*.
- **Motion: M. Anthony (OH) motioned to approve the *OTCC Bylaw Amendments* as presented, notwithstanding any grammar/spelling corrections that may need to be made but do not alter the content or the intent of the bylaws; N. Harris (WY) seconded the motion.**
- **A. Perry conducted a roll call vote by state.**
- **Motion carries. Votes captured in chart above.**

Discussion and Public Comments

- Chair James opened the floor for questions and/or comments from the OTCC Commissioners; No discussion noted.
- Chair James opened the floor for questions and/or comments from the public; No discussion noted.

Adjournment

- Hearing no further business or discussion, Chair James adjourned the meeting at 3:04 CST / 4:04 EST, with no member opposition.

DRAFT