

**ASLP-ICC Executive Committee
Meeting Minutes
July 24, 2023**



Agenda

4:00 PM – 4:05 PM	Welcome	Chair
	Call to Order	
	Roll Call	
4:05 PM – 4:10 PM	Review and Adopt Agenda*	Chair
	Review and Adopt Minutes*	
	https://aslpcompact.com/wp-content/uploads/2023/06/ASLP-IC-Executive-Committee-Meeting-Minutes-June-26-2023.pdf	
4:10 PM – 4:30 PM	Rules Committee Report	G. Thornton
	https://aslpcompact.com/wp-content/uploads/2023/07/ASLP-IC-Rules-Committee-Meeting-Minutes-July-13-2023.pdf	
	Review and Approve Proposed Travel & Expense Reimbursement Policy*	
4:30 PM – 4:40 PM	Update on Data System and Possible Vote on RFP*	Chair
4:40 PM – 4:45 PM	Update on Annual Business Meeting	Chair
4:45 PM – 4:55 PM	Review of Executive Director Applications	Chair
4:55 PM – 5:00 PM	Public Comment	Chair
	Adjourn*	

* Indicates agenda item requires Executive Committee vote

Welcome/Call to Order

- L. Molt called the meeting to order at 4:00 PM EST.

Roll Call

- K. Buckhout called the roll.

Delegates Present

Chair: Larry Molt
Vice-Chair: Claire Covert-ByBee
Secretary: Nicole Jeffcoate

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Treasurer: Glenn Waguespack
Members at large: Sherri Smith, Tammy Brown

Delegates Absent

Members at large: Vickie Pullins

Ex Officios Present

Susan Adams, American Speech-Language-Hearing Association (ASHA)
Stephanie Czuhajewski, Academy of Doctors of Audiology (ADA)
Kerri Philips, National Council of State Boards of Examiners for ASLP (NCSB)

Ex Officios Absent

None

Legal Counsel Present

Nahale Kalfas, Council of State Governments (CSG)

Others Present

Carl Sims, CSG
Gregg Thornton (OH), Rules Committee Chair
Greg Searls, Executive Director, Wyoming
Robert Ranieri, NCSB

Review and Adoption of Agenda

- L. Molt reviewed the agenda.
- L. Molt called for a motion to adopt the agenda.
- **Motion:** S. Smith moved that the ASLP-ICC Executive Committee adopt the agenda. T. Brown seconded the motion. All Delegates voted in favor and the motion carried.

Review and Adopt Minutes from June 26, 2023 Meeting

<https://aslpcompact.com/wp-content/uploads/2023/06/ASLP-ICC-Executive-Committee-Meeting-Minutes-June-26-2023.pdf>

- L. Molt reviewed the minutes.
- **Motion:** T. Brown moved that the June 26, 2023, meeting minutes be approved. S. Smith seconded with minor changes. All Delegates voted in favor of amended minutes and the motion carried.

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Rules Committee Report

- G. Thornton updated the Committee on the recent work of the Rules Committee, including a continued discussion of FAQs and rules on criminal background checks.
- July 13, 2023 Minutes: <https://aslpcompact.com/wp-content/uploads/2023/07/ASLP-ICC-Rules-Committee-Meeting-Minutes-July-13-2023.pdf>
- G. Thornton shared the proposed travel and expense reimbursement policy which was drafted in accordance with the U.S. General Services Administration Travel Management Policy.
- L. Molt asked N. Kalfas if the policy needed to be approved by the Executive Committee or by the entire Commission. N. Kalfas indicated that the policy only need to be approved by the Executive Committee as it is advisory in nature.
- **Motion:** S. Smith moved that the proposed Travel and Expense Reimbursement Policy drafted by the Rules Committee be approved with minor changes. T. Brown seconded the motion. All Delegates voted in favor of amended policy and the motion carried.

Update on Data System

- L. Molt asked for updates on the Nursys system. C. Sims indicated that the two vendors who are training on the Nursys system should be able to respond to the RFP.
- L. Molt indicated that the Commission had been working with U.S. Digital Response to develop the RFP. C. Sims indicated that the ASLP-ICC would draft the RFP jointly with the occupational therapy compact and counseling compact. We are awaiting additional information from those compacts.
- N. Kalfas shared that the Executive Committee should allow L. Molt and C. Covert-ByBee the authority to finalize the RFP.
- **Motion:** T. Brown moved that the Executive Committee approve the development of a joint RFP between the ASLP-ICC, the Counseling Compact and the Occupational Therapy Compact to seek out potential vendors to be further vetted by the ASLP-ICC Finance Committee and Executive Committee and to delegate to L. Molt and C. Covert-ByBee oversight of this process. G. Waguespack seconded the motion. All Delegates voted in favor and the motion carried.

Update on Annual Business Meeting

- An agreement with the hotel for space for the annual business meeting has been agreed upon.
- K. Buckhout sent the survey to additional delegates to determine who is attending in person or virtually.

Update on Executive Director Position

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- The Executive Director position was posted on June 13 and closed on July 14. L. Molt indicated that 38 applications were received and 35 met the requirements with a diverse pool of applicants.
- L. Molt shared that CSG recommended the creation of an ad hoc committee. To have someone in place by the October meeting, a decision needs to be voted on by the August Executive Committee meeting. The interview process and proposed applicant would need to be completed by the ad hoc committee by August 18. L. Molt asked the Executive Committee if they believe this to be possible.
- G. Waguespack asked if this could be done by the September Executive Committee meeting. The Committee discussed the time frames needed. N. Kalfas shared that the onboarding process is lengthy, and the process should not be rushed.
- C. Covert-ByBee asked about open meetings laws related to the ad hoc committee meetings. N. Kalfas indicated that the meeting notice could be shared seven days in advance with an open meeting, the meeting would then be closed to discuss applications and interviews. Any formal votes would be done in an open meeting.
- K. Phillips shared that the rubric for decision making for the executive director should be developed and shared prior to the interview process. N. Jeffcoate indicated the time line should extend beyond the annual business meeting in order to ensure that the right person is being hired.
- **Motion:** N. Jeffcoate moved to adopt the creation of an ad hoc committee, of one administrator, one speech-language pathologist and one audiologist, to review applications and submit a recommendation for the Executive Director to the Executive Committee for approval. S. Smith seconded the motion. All Delegates voted in favor and the motion carried.

Adjourn*

- L. Molt asked for a motion to adjourn the Executive Committee meeting.
- **Motion:** S. Smith moved to adjourn the meeting. N. Jeffcoate seconded the motion. All Delegates voted in favor and the motion carried.
- L. Molt adjourned the meeting at 5:03 PM EST.