

**ASLP-IC Special Executive Committee  
Meeting Minutes  
April 21, 2025**



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Teleconference

3:00 PM – 4:00 PM ET

Register at: <https://us06web.zoom.us/j/88085688144?pwd=bH5hYyRfxjYjY6Gg9dMUUy88mUzHKk.1>

**Agenda**

3:00 PM – 3:02 PM	Welcome Call to Order Roll Call	Chair
3:02 PM – 3:03 PM	Review and Adopt Agenda*	Chair
3:03 PM – 3:04 PM	Certification of Permission for Closed Session	Legal Counsel
3:04 PM – 3:05 PM	Vote to Enter Closed Session*	Chair
3:05 PM – 3:55 PM	Executive Director Candidate Interviews	Chair
3:55 PM – 3:57 PM	Vote to Return to Open Session*	Chair
3:57 PM – 4:00 PM	Public Comment Adjourn*	Chair

\* Indicates agenda item requires Executive Committee vote

**Welcome/Call to Order**

- C. Covert-ByBee called the meeting to order at 3:00 PM EST.

**Roll Call**

- K. Buckhout called the roll.

**Delegates Present**

Chair: Claire Covert-ByBee

Vice Chair: Vickie Pullins

Treasurer: Brenda Fairfax

Members at large: Tammy Brown, Lauren Snyder, Jolie Jones (joined late, did not engage in discussion)

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**Delegates Not Present**

Secretary: Alicia Barker

**Ex Officios Present**

Susan Adams, American Speech-Language-Hearing Association (ASHA)  
Stephanie Czuhajewski, Academy of Doctors of Audiology (ADA)

**Ex Officios Not Present**

Kerri Philips, National Council of State Boards of Examiners for ASLP (NCSB)

**Legal Counsel Present**

Nahale Kalfas

**Others Present**

Keith Buckhout, Interim Executive Director

**Review and Adoption of Agenda\***

- C. Covert-ByBee asked for adopt the agenda.
- V. Pullins moved that the Executive Committee adopt the agenda. B. Fairfax seconded the motion. All Delegates voted in favor and the motion carried.

**Certification of Permission for Closed Session**

- N. Kalfas indicated that pursuant to section 8 (E)(5)(b) and (d) the Committee is authorized to go into closed session to discuss confidential contractual and employment issues.

**Vote to Enter Closed Session\***

- C. Covert-ByBee asked for a motion to go into closed session.
- **Motion:** T. Brown moved to go into closed session. L. Snyder seconded the motion. All Delegates voted in favor and the motion carried.

**Executive Director Candidate Interviews**

- Candidates were interviewed by the Executive Committee.

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**Vote to End Closed Session\***

- **Motion:** V. Pullins moved to return to open session. B. Fairfax seconded the motion. All Delegates voted in favor and the motion carried.

**Public Comment and Adjourn\***

- C. Covert-ByBee asked if the Committee or public had any comments. No comments were received.
- C. Covert-ByBee moved to adjourn the Executive Committee by acclamation and adjourned the meeting at 4:03 PM EST.