

**ASLP-IC Executive Committee
Meeting Minutes
January 29, 2026**



Teleconference: <https://us06web.zoom.us/meeting/register/VLHWT6pLS06S5FGaFoNusQ>

Agenda

1:30 PM – 1:35 PM	Welcome Call to Order Roll Call	Chair
1:35 PM – 1:40 PM	Review and Adopt Revised Agenda* Review and Adopt Minutes* ASLP-IC Executive Committee Meeting Minutes October 27, 2025 https://aslpcompact.com/wp-content/uploads/2025/11/ASLP-IC-Executive-Committee-Meeting-Minutes-Oct-27-2025.pdf	Chair
1:40 PM – 1:50 PM	Review and Adopt Fiscal Policy on Reimbursement to Member States*	Chair, F. Wang (Finance Chair)
1:50 PM – 2:00 PM	Approve Recommendations from Rules Committee**	Chair, G. Thornton (Rules Chair)
2:00 – 2:10 PM	Review and Approve Contract for Part-Time CompactConnect Project Manager*	Chair, F. Wang (Finance Chair)
2:10 PM – 2:20 PM	Review and Approve RFP for Executive Director (after certification of available funds by Treasurer)*	Chair
2:20 – 2:30 PM	Public Questions and Comment Adjourn	Chair

* Indicates agenda item requires Executive Committee vote

** Indicates agenda item may be voted on by Executive Committee

Welcome/Call to Order

- C. Covert-ByBee called the meeting to order at 1:30 PM EST.

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Roll Call

- K. Buckhout called the roll.

Delegates Present

Chair: Claire Covert-ByBee (NE)
Vice Chair: Vickie Pullins (WV)
Treasurer: Felicia Wang (MS)
Member at large: Tammy Brown (OH)
Member at large: Jolie Jones (LA)
Member at large: Lauren Snyder (UT)

Delegates Not Present

Secretary: Alicia Barker (TN)

Ex Officios Present

Susan Adams, American Speech-Language-Hearing Association (ASHA)

Ex Officios Not Present

Michelle Moore, American Academy of Audiology (AAA)
Kerri Philips, National Council of State Boards of Examiners for ASLP (NCSB)

Legal Counsel Present

Nahale Kalfas

Others Present

Keith Buckhout, Interim Executive Director, CSG

Review and Adoption of Revised Agenda*

- C. Covert-ByBee reviewed the revised agenda and asked for a motion to adopt the revised agenda.
- **Motion:** V. Pullins moved that the Executive Committee adopt the revised agenda. T. Brown seconded the motion. All Delegates voted in favor and the motion carried.

Review and Adoption of Minutes*

- C. Covert-ByBee reviewed the minutes and asked for a motion to adopt the October 27, 2025, Executive Committee meeting minutes.
- **Motion:** T. Brown moved that the Executive Committee adopt the agenda. L. Snyder seconded the motion. All Delegates voted in favor and the motion carried.

Review and Adopt Fiscal Policy on Reimbursement to Member States*

- F. Wang reviewed the fiscal policy and indicated the changes that were made during the Finance Committee.
- N. Kalfas shared that the 1 business day response time was changed to 1-3 business days.
- C. Covert-ByBee indicated this policy would be followed by the Commission and asked for a motion to adopt the fiscal policy on reimbursement to member states.
- **Motion:** T. Brown moved that the Executive Committee adopt the fiscal policy on reimbursement to member states. V. Pullins seconded the motion. All Delegates voted in favor and the motion carried.

Approve Recommendations from Rules Committee**

- C. Covert-ByBee tabled this item until the next Executive Committee meeting.

Review and Approve Contract for Part-Time CompactConnect Project Manager*

- C. Covert-ByBee indicated that since Dr. Lesley Edwards-Gaither resigned her position as Executive Director, the Commission needs someone assist with state onboarding.
- F. Wang shared that the Finance Committee certified that funds were available for this time-limited contract. N. Kalfas indicated that this individual would assist with onboarding and answering questions for states that have already onboarded and that the individual identified is already familiar with CompactConnect and the onboarding process.
- L. Snyder asked if funds are available to renew this contract if needed and if there would be an opportunity for this person to continue as long-term help. F. Wang stated that there is current budget. C. Covert-ByBee shared that the current budget has the ability to have two part-time positions, for an executive director and for a CompactConnect position. N. Kalfas shared that this person may be able to assist onboarding the next Executive Director.
- C. Covert-ByBee asked for a motion to approve the contract for a part-time CompactConnect Project Manager.
- **Motion:** J. Jones moved that the Executive Committee approve the contract for a part-time CompactConnect Project Manager. V. Pullins seconded the motion. All Delegates voted in favor and the motion carried.

Review and Approve RFP for Executive Director*

- C. Covert-ByBee shared the current RFP document for review by the Committee.
- F. Wang shared that the Finance Committee certified that the Commission has the funds.
- T. Brown wondered if we are limiting ourselves by indicating both part-time and full-time salary. N. Kalfas shared that having both options does give more flexibility.
- L. Snyder asked if the technical experience needed for this position is unique to the ASLP-IC. C. Covert-ByBee shared that the programming is done by Inspiring Apps, the technical piece is following up with states to complete onboarding, working with IT teams and communicating with all parties to facilitate the process.
- The Committee continued to discuss updates to the RFP and where the RFP should be posted.
- N. Kalfas shared that a search was conducted for HR firms to manage the HR process for the Commission.
- C. Covert-ByBee asked for a motion to approve the RFP for Executive Director.
- **Motion:** T. Brown moved that the Executive Committee post the RFP for Executive Director as presented, with non-substantial edits, as soon as possible, no later than February 2, with a response deadline of three weeks from the date of posting and an opportunity to extend three additional weeks if needed. L. Snyder 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 2:39 PM EST.