



## PA Compact Commission Meeting Minutes

September 24, 2024

Name	Member Role	Voting Member	Attendance
Paula Martinez	Colorado Delegate	x	p (virtual)
Alison Warren	Delaware Delegate	x	p (virtual)
Tim Terranova	Maine Delegate	x	p
Elizabeth Huntley	Minnesota Delegate	x	p
Stephanie Loucka	Ohio Delegate		p
Valeska Barr	Oklahoma Delegate		P
Catharine Marie Patterson	Tennessee Delegate		P
Larry Marx	Utah Delegate	x	p
Justin Hepner	Virginia Delegate	x	p
Marisa Courtney	Washington Delegate	x	p
Jamie Alley	West Virginia Delegate	x	p
Jean Fischer	Wisconsin Alternate Delegate	x	p
Robert Sanders	Wisconsin Delegate		p (virtual)
<b>Total voting members present</b>			9/9= quorum
Greg Thomas	Ex-Officio – NCCPA		p
Kathy Scarbalis	Ex-Officio – APPA		p – arrived after role call
Name	Non-Member Role		Attendance
Micah Matthews	Interim Chair		p
Nahale Kalfas	Interim Legal Counsel		p
Jessica Thomas	Interim Executive Director		p (virtual)

VOTES						
Name	Agenda	Bylaw adoption	Transition Timeline as guidance	RFP recommendations	Rule on Rulemaking	Adjourn
	All in favor	All in favor	All in favor	All in favor	All in favor	
<b>TOTALS</b>	9/9 motion passes	9/9 motion passes	9/9 motion passes	9/9 motion passes	9/9 motion passes	

## Welcome

- Carl Sims (The Council of State Governments) offered welcome remarks.
- Grant Minix (The Council of State Governments) and Jessica Thomas went over housekeeping items.
- N. Kalfas explains delegate eligibility to vote and participate.
  - One delegate from each participating state that has passed its effective date can vote. Delegates from states with future effective dates of enacted compact legislation cannot vote but can participate in conversations. If a conversation is contentious, non-voting members will be asked to refrain from discussion.
- Lisa Robin from the Federation of State Medical boards introduces Captain Heather Dimeris (Health Resources and Services Administration)
- Captain Dimeris provided welcoming remarks.
- C. Sims introduces partner organizations.
  - American Academy of Physician Associates (AAPA) – Meghan Pudeler
  - The National Commission on Certification of Physician Assistants (NCCPA) – Greg Thomas
  - Federation of State Medical Boards (FSMB)- Lisa Robin
- C. Sims introduces Micah Matthews, interim chair.

## Call to order/Roll Call

- Chair Matthews called the meeting to order. (10:30 a.m. ET)
- Chair Matthews called the roll and asked delegates to introduced themselves.
  - 9/9 voting members present, establishing a quorum
- Chair Matthews and N. Kalfas review voting procedures.
  - One voting delegate will ask for a motion, another will second the motion. After which a vote of aye and nay will be counted.

## Review and Adoption of the Agenda

- Committee reviewed the agenda; Chair Matthews called for a motion to adopt the agenda.
  - HRSA presentation added to the agenda.
- **Motion:**
  - **L. Marx motioned that the committee adopt the agenda as amended.**
  - **M. Courtney seconded the motion.**
  - **All members present voted in favor; no one abstained; motion carried.**

## Governance Structure Review

### Code of Conduct

- N. Kalfas presents on Code of Conduct policy and form. J. Thomas shares Code of Conduct form with delegates.
  - T. Terranova asks for an amendment on recusal. Code of Conduct is amended to change recusal to include removing oneself from the table and going off camera.
- **Motion:**
  - **L. Marx motioned to adopt Code of Conduct as amended.**

- **M. Courtney seconded the motion.**
- **All members present voted in favor; no one abstained; motion carried.**

#### Governance Training

- N. Kalfas presents on governance training.
  - Gives examples of case law that give commission's authority.
  - Describes examples of compact commission organizational structure and brief discussion of committees. Explains executive committee and their role.
  - Notes to define "good cause" in rules committee. N. Kalfas explains the importance of confidentiality of PA commission business and executive sessions.

#### Review and Approval of Commission of Bylaws

- J. Thomas displayed the draft bylaws on the screen for commission to review. Delegates had received copies of the draft bylaws prior to the meeting for prior review.
- Commission discusses amendments to bylaws including the following
  - Meaning of words delegate, commissioner, member, participating state, member state, ex-officio. Bylaws edited to have uniform terms.
  - Meaning of simple majority and quorum.
- Chair Matthews called for a motion to adopt the bylaws as amended and to allow J. Thomas to make formatting changes to the document before posting.
- **Motion:**
  - **T. Terranova motions to approve bylaws with amendments, allowing J. Thomas to fix formatting.**
  - **L. Marx seconds.**
  - **All members present voted in favor; no one abstained; motion carried.**

#### Executive Committee Nominations

- N. Kalfas outlines general policy regarding nomination, election, and removal of executive committee members.
- G. Minix explains process for elections, taking place 9/25
  - Nominations sent to G. Minix
  - Delegates may nominate themselves for multiple positions
  - Brief one minute speech prior to voting

#### Compact Transition Issues

##### Review and Approval of Transition Timeline

- J. Thomas shares transition timeline draft for review. C. Sims and N. Kalfas present timeline.
- M. Matthews asked for a motion to approve the Transition Timeline.
  - T. Terranova asks if this is considered a guidance document. Yes, this can be updated going forward.
- **Motion:**
  - **T. Terranova motions to adopt the Transition Timeline as guidance.**
  - **M. Courtney seconded the motion.**
  - **All members present voted in favor; no one abstained; motion carried.**

#### Discussion of Funding Information

- T. Terranova asks about funding of commission.
  - L. Robin explained that funding was being directed to the commission from the HRSA grant awarded to FSMB.
  - The grant is paying primarily for the interim services provided by CSG. Further discussion with funders will be needed to identify other revenue options for the commission.

#### Discussion of RFPs for Executive Director, Secretariat

- J. Thomas shares RFP drafts for Executive Director and Secretariat on screen. N. Kalfas presents RFPs for Executive Director and Secretariat explaining the corresponding staffing duties and functions.
  - The executive committee will refine RFPs. CSG is providing interim services until Executive Director and Secretariat are chosen.
- Chair Matthews ask for a motion to move forward with RFPs and authorize final version and posting of the RFPs to the executive committee.
- **Motion:**
  - **M. Courtney motions to move forward with RFPs and delegate final version and posting of the RFPs to the executive committee.**
  - **L. Marx seconds.**
  - **All members present voted in favor; no one abstained; motion carried.**

#### Discussion of Compact Data System

- C. Sims and N. Kalfas present, explaining the purpose and function of the data system. J. Thomas shows slides on screen.
  - NCCPA and FSMB further present a possible option for the commission data system based on exploratory work between the two organizations.
  - It was noted that the commission will later decide its strategic direction for the data system after assessing further considerations such as cost and time to build.

#### Discussion on background check requirement

- Chair Matthews makes a change to the agenda, moving the background check discussion to day 2 in order to give it ample time, with no delegate opposition.

#### Commission Rulemaking

- J. Thomas shares rule on rulemaking draft.
- Edits to Rule on Rulemaking discussed including adding “Compact” definition.
- Discussion to define scope of practice when making a rule on definitions.
  - N. Kalfas recommends future rule on definitions be among the first tasks of the rules committee
- **Motion:**
  - **J. Alley motions to approve Rule on Rulemaking as amended.**
  - **T. Terranova seconds.**
  - **All members present voted in favor; no one abstained; motion carried.**

**Delegate Questions and Public Comment**

- Chair Matthews opened the floor for further questions or comments from attendees.
  - V. Barr asks about Adverse Actions. N. Kalfas shares provision on adverse action from compact.
- Chair Matthews opened the floor for further questions or comments from members of the public.
- No further discussions noted.

**Recess**

- Hearing no further business or discussion, Chair Matthews called the meeting to recess at 4:33 p.m. ET, with no delegate opposition.

**PA Compact Commission Meeting Minutes**

September 25, 2024

Name	Member Role	Voting Member	Attendance
Paula Martinez	Colorado Delegate	x	p (virtual)
Alison Warren	Delaware Delegate	x	p (virtual)
Tim Terranova	Maine Delegate	x	p
Elizabeth Huntley	Minnesota Delegate	x	p
Stephanie Loucka	Ohio Delegate		p
Valeska Barr	Oklahoma Delegate		p
Catharine Marie Patterson	Tennessee Delegate		p
Larry Marx	Utah Delegate	x	p
Justin Hepner	Virginia Delegate	x	p
Marisa Courtney	Washington Delegate	x	p
Jamie Alley	West Virginia Delegate	x	p
Jean Fischer	Wisconsin Alternate Delegate	x	p
Robert Sanders	Wisconsin Delegate		p (virtual)
<b>Total voting members present</b>			9/9= quorum
Greg Thomas	Ex-Officio – NCCPA		p
Kathy Scarbalis	Ex-Officio – APPA		p
<b>Non-Member Attendance</b>			
Name	Non-Member Role		Attendance
Micah Matthews	Interim Chair		p
Nahale Kalfas	Interim Legal Counsel		p
Jessica Thomas	Interim Executive Director		p (virtual)

VOTES						
Name	Agenda	Elections				Adjourn

	All in favor	Chair: Tim Terranova Vice Chair: Marisa Courtney Treasurer: Larry Marx Secretary: Jamie Alley Members at Large: Elizabeth Huntley, Paula Martinez, Justin Hepner				
<b>TOTALS</b>	9/9 motion passes					

### Call to order/Roll Call

- Chair Matthews called the meeting to order. (10:00 a.m. ET)
- Chair Matthews called the roll.
  - 9/9 voting members present, establishing a quorum.

### Review and Adoption of the Agenda

- Committee reviewed the agenda; Chair Matthews called for a motion to adopt the agenda.
  - Background Check discussion moved to today.
- **Motion:**
  - **M. Courtney motions to approve agenda as amended.**
  - **L. Marx seconds.**
  - **All members present voted in favor; no one abstained; motion carried.**

### Executive Committee Election

- G. Minix provides voting instructions
  - Delegates in the room use QR code to access ballots. Virtual delegates use private link provided by J. Thomas.
- Each nominee gives introduction speech, one minute or less.
- Elections for each seat take place with the following results:
  - Chair: Tim Terranova
  - Vice Chair: Marisa Courtney
  - Treasurer: Larry Marx
  - Secretary: Jamie Alley
  - Members at Large: Elizabeth Huntley, Paula Martinez, Justin Hepner
- M. Matthews cedes meeting control to T. Terranova during break.

### Continued Discussion of Other Committees' Structure and Function

- N. Kalfas outlines committee structure and functions.
  - Recommends that Rules and Finance Committees are populated first.
  - Chair Terranova requests Communications Committee populated first as well.
- Volunteers are asked to email J. Thomas with their interest in committee membership.
  - Alternates, ex-officios, and other board staff can serve on committees

### Ex-Officio Introductions

- AAPA and NCCPA are introduced as the ex-officio organizations per the interpretation of the compact legislation.
- NCCPA selected Greg Thomas to serve on their behalf. AAPA selected Kathy Scarbalis. Ex-officios are non-voting.
- Ex-officio Kathy Scarbalis introduces herself and speaks briefly about her involvement with AAPA.

### **Legislative Update**

- M. Pudeler shares the legislative history of the PA compact, AAPA's role in legislative efforts, and an outlook for new PA compact legislation to be filed in 2025.

### **Background Check Discussion**

- C. Sims presented on background check requirements, overview of state issues, and general guidance for states.
  - Delegates discuss issues in their own states regarding background checks.
- L. Robin presented on the SHARE Act.
  - Delegates discuss SHARE act at the federal level. This would solve the issues.

### **Meeting Summary and Next Steps**

- Updates will be made on PAcompact.org including
  - Meeting announcements
  - Agenda and link to upcoming meetings
  - Meeting minutes
  - Governance documents
- Reminder to email J. Thomas with volunteers for committees
- Schedule executive committee meetings
  - Second Wednesday of each month at 3p.m. ET beginning October 9

### **Delegate Questions and Public Comments**

- Chair Terranova opened the floor for further questions or comments from attendees.
- Chair Terranova opened the floor for further questions or comments from members of the public.
- No further discussions noted.

### **Adjourn**

- Hearing no further business or discussion, Chair Terranova adjourned the meeting at 11:59 a.m. ET, with no member opposition.