PA Compact Executive Committee Meeting Minutes

September 9, 2026

Name	Member Role	Voting Member	Attendance
Tim Terranova	Chair	X	x
Marisa Courtney	Vice-Chair	X	Joined after adoption of the agenda and minutes
Jamie Alley	Secretary	X	x
Larry Marx	Treasurer	X	
Justin Hepner	Executive At Large	X	x
Paula Martinez	Executive At Large	X	x
Vacant	Executive At Large	N/A	N/A
	Total voting members present	Quorum = 4/6	5/6
Greg Thomas	Ex-Officio – NCCPA		x
Jennifer Kolb	Ex-Officio – AAPA		x
Name	**Non-Member Role**		**Attendance**
Nahale Kalfas	Interim Legal Counsel		x
Carl Sims	Interim Staff Support		
Abigail Mortell	Interim Executive Director		x

Name	**Approve Agenda**	**Approve August 12, 2026, Minutes**	**Policy 1 – Policy on Policies**	**Policy 2 – Policy on Code of Conduct**	**Policy 3 – Virtual Meetings**	**Policy 4 – Policy on Public Communication**
Tim Terranova						
Marisa Courtney			2	1	2	
Jamie Alley			1	2		2
Larry Marx						
Justin Hepner	1	1				1
Paula Martinez	2	2			1	

Call to Order

Chair Terranova calls the meeting to order at 3:02 p.m. ET.

Roll Call

A. Mortell calls roll. 4/6 voting members present, committee has quorum.

Review and Adopt Agenda

Committee reviews agenda. Chair Terranova asks for a motion to approve the agenda.

Motion:

- Justin Hepner motions to adopt the agenda.
- Paula Martinez seconds motion.
- M. Courtney not present for this vote.
- All members present voted in favor; none abstained; motion passed.

Review and Approve Draft Minutes

- Committee reviews minutes from August 12, 2026. Chair Terranova asks for a motion to approve minutes.

Motion:

- Justin Hepner motions to approve draft minutes from August 12, 2026.
- Paula Martinez seconds motion.
- M. Courtney not present for this vote.
- All members present voted in favor; none abstained; motion passed.

Legislative Update

- A. Mortell provides legislative update:
  - The PA Compact currently has 29 compact member states.
  - Legislation is filed in one state for 2026—PA.
  - Legislation filed in MA was not enacted before the legislature adjourned for the session.

Committee Updates

- Communications – J. Hepner updates that the Communications Committee met August 20, 2026, to approve additional FAQs and approved the August newsletter. Chair Terranova notes Commissioners should have received the August newsletter when it was sent out.
- Finance – Chair Terranova notes the committee's September 8 meeting was cancelled in light of Chair Marx's retirement. Committee will reconvene at next regularly scheduled meeting.
- Rules – Chair Terranova notes the committee has not met since the last Executive Committee meeting.

Funding MOU Update

- Chair Terranova updates that information requested by funders has been provided. Parties are waiting for final details to be completed before the MOU is sent out via DocuSign.
- A. Mortell notes the Commission is waiting for approval from funders of final MOU version.

Data System Contract Update

- Chair Terranova reminds the committee that the contract cannot be signed until the MOU is in place. Chair and staff hope to have the contract signed by the Full Commission meeting on September 18.

Full Commission September Meeting Notice

- Chair Terranova reminds the committee of the Full Commission meeting scheduled for September 18 from 11am-1pm ET.
- Marisa Courtney joins meeting 3:09pm ET.

- Chair Terranova updates the committee that Elizabeth Huntley has stepped down as primary Commissioner for Minnesota, so there is a vacant Executive At Large position on the Executive Committee. This position can be filled by temporary appointment by the Executive Committee after the bylaw amendments empowering the Executive Committee to do so are approved by the Full Commission at the upcoming meeting.

Policy 1 – Policy on Policies

- Chair Terranova defers to Laura Monick for explanation of draft policy 1.
- L. Monick explains that the policy outlines the process for the Commission's policymaking.
    - Any Commissioners or Executive Director can request a policy be made or updated.
    - The Executive Committee determines what requests will be sent to the Rules Committee for drafting.
    - Rules adopted by the Executive Committee may require ratification by the full Commission, though it is not required.
    - Policies are effective upon adoption, expressed through an effective date, and will remain effective until amended or rescinded.
    - Policies to be reviewed every five years or as needed, in addition to any recommendations considered by the Executive Committee.
    - Policy actions will be noticed to Commissioners via email and posting on the website.
- Chair Terranova specifies that the Executive Committee can request policies be drafted and approve those policies, but there are checks and balances in place that allow the Full Commission to override.
- J. Alley asks what the criteria is for a policy to be endorsed by the Commission.
    - Chair Terranova notes since it is an endorsement, it enables the Commission Chair to notify the Full Commission of any policies adopted and ensure awareness of all Commissioners.
- J. Alley asks when endorsement is triggered or necessitated.
    - N. Kalfas suggests adding "Upon the Chair or Executive Committee's request..."
    - J. Kolb suggests making the language broader, so it is not only the Executive Committee who can make the request.
    - Chair Terranova notes paragraph II.e. empowers the Full Commission by way of majority vote to oppose policies by the Executive Committee, so that would enable those on the Full Commission to call for a vote to exercise that power.
    - N. Kalfas notes policies are limited in scope to what is authorized in the Compact, which would prevent the Executive Committee from creating policies that may be of concern.
- Chair calls for a motion to adopt the draft policy.

Motion:

- Jamie Alley motions to approve draft policy inclusive of the technical amendment discussed during today's meeting.
- Marisa Courtney seconds motion.
- All members present voted in favor; none abstained; motion passed.

Policy 2 – Code of Conduct

- L. Monick explains this is a policy previously passed by the Commission. The only update to the existing policy is on pg. 2, where it is specified that all Commissioners and Temporary Representatives must re-sign the code of conduct form by September 30 of each year.
- No questions or comments from committee on draft policy.
- Chair Terranova calls for a motion to approve the policy.

Motion:

- Marisa Courtney motions to approve draft Policy 2.
- Jamie Alley seconds motion.
- All members present voted in favor; none abstained; motion passed.

Policy 3 – Virtual Meetings

- L. Monick explains this is a new policy on virtual meetings, and it is tailored to Zoom since that is the meeting platform currently used by the Commission.
- Section b., "Meeting Settings," was drafted by the Rules Committee specifically as "When possible" to account for circumstances wherein certain requirements cannot be met.
- Policy can be reviewed annually or as needed to accommodate changes in technology.
- No questions or comments from committee on draft policy.
- Chair Terranova calls for motion to approve the policy.

Motion:

- Paula Martinez motions to approve draft Policy 3.
- Marisa Courtney seconds motion.
- All members present voted in favor; none abstained; motion passed.

Policy 4 – Policy on Public Communication

- L. Monick explains this policy establishes guidelines for communication on behalf of the Commission.
- J. Alley offers a technical change to section III.c. from "Executive Director" to "the executive director" for internal consistency.
    - No objections, change incorporated.
- Chair Terranova calls for a motion to approve the policy.

Motion:

- Justin Hepner motions to accept draft Policy 4 with the technical amendment suggested by Jamie Alley.
- Jamie Alley seconds motion.
- All members present voted in favor; none abstained; motion passed.

Delegate and Public Questions and Comments

- Chair Terranova asks A. Mortell to add to the Full Commission meeting agenda an update to the Commission that these policies have been adopted.
- J. Alley thanks the Communications Committee for the August newsletter and notes it was useful to have it sent directly to Commissioners.
- G. Thomas notes NCCPA will include the newsletter in their monthly communication with PAs.

Adjourn

Hearing no further business or discussion, Chair Terranova adjourned the meeting at 3:34 p.m. ET.