



PA Compact Commission Meeting Minutes

April 6, 2026

Name	Member Role	Voting Member	Attendance
Paula Martinez	Colorado Delegate	x	x
Alison Warren	Delaware Delegate	x	x
Tim Terranova	Maine Delegate	x	x
Elizabeth Huntley	Minnesota Delegate	x	x
Vonda Apking	Nebraska Delegate	x	x
Stephanie Loucka	Ohio Delegate	x	x
Valeska Barr	Oklahoma Delegate	x	x
Catherine Marie Patterson	Tennessee Delegate	x	
Larry Marx	Utah Delegate	x	Joined 3:34pm ET
Justin Hepner	Virginia Delegate	x	x
Marisa Courtney	Washington Delegate	x	x
Jamie Alley	West Virginia Delegate	x	x
Jean Fischer	Wisconsin Delegate	x	x
Amy Embry	Arkansas Delegate	x	x
Susan Gile	Kansas Delegate	x	
Brooke Yates	Montana Delegate	x	x
Amber Houge	Iowa Delegate	x	x
Christian Andresen	Connecticut	x	x
Robert Patchett	North Carolina	x	x
Grant Lannoye	North Dakota	x	x
TBD	New Jersey	x	
TBD	South Dakota – voting member July 1, 2026		
TBD	Arizona – voting member July 24, 2026		
TBD	Alabama – voting member October 1, 2026		
Total voting members present		Quorum - 11/21 voting members	18/21
Greg Thomas	Ex-Officio – NCCPA		x
Kathy Scarbalis	Ex-Officio – APPA		x
Jerica Kent	OH Board		
Sandra Harrison	OK Board ED		
Name	Non-Member Role		Attendance
Carl Sims	CSG Staff		x

Nahale Kalfas	Interim Legal Counsel		x
Abigail Mortell	Interim Executive Director		x

3

Name	Agenda	Minutes 11/3/25	Draft Rule 3 – Compact Privilege	Draft Rule 4 – Data System
Paula Martinez				
Alison Warren				
Tim Terranova				
Elizabeth Huntley			1	1
Vonda Apking				
Stephanie Loucka	2			
Valeska Barr				
Catharine Marie Patterson				
Larry Marx		1		2
Justin Hepner				
Marisa Courtney				
Jamie Alley			2	
Jean Fischer				
Amy Embry	1			
Susan Gile				
Brooke Yates		2		
Amber Houge				
Christian Andresen				
	Passed	Passed	Passed	Passed

4

5

6 Call to Order and Roll Call

7 Chair Terranova calls the meeting to order at 3:31pm ET.

8 A. Mortell calls roll. 18/21 voting members present, meeting has a quorum.

9 L. Marx joins after rollcall, before agenda adoption.

10 Review and Adopt Agenda

- 11 • Commission reviews the meeting agenda. Chair Terranova calls for a motion to approve the
12 agenda.

13 Motion:

- 14 • Amy Embry motions to adopt agenda.
15 • Stephanie Loucka seconds.
16 • All members present voted in favor; none abstained; motion carried.
17

18 Welcome

- Chair Terranova welcomes commissioners and provides the following updates on the Commission's progress:
 - The Commission is on track to meet its goal of beginning to issue privileges in early 2027.
 - The Commission's funding MOU with funding partners expired in March 2026 and has not been renewed at this time. Commission chair and staff are working with funding partners to secure a new MOU. This MOU is necessary to ensure ongoing data system maintenance and state onboarding can take place after the data system has been built.

Review and Adopt Draft Minutes

- Commission reviews minutes from the November 3, 2025, meeting. Chair Terranova calls for a motion to approve minutes as drafted.

Motion:

- **Larry Marx motions to adopt November 3, 2025, minutes.**
- **Brooke Yates seconds.**
- **17 members voted in favor; 1 abstained; motion carried.**

Review and Approval of Draft Rule 3 – Compact Privilege

- Chair Terranova opens discussion on draft Rule 3 – Compact Privilege and provides drafting history of the rule. Chair Terranova requests Rules Chair Loucka to provide an overview of the rule for the Commission.
- Rules Chair Loucka explains draft Rule 3 governs the compact privilege and provides an overview of each rule section.
 - No questions or comments from the Commission.
- Rules Chair Loucka explains the Rules Committee received comments from the Maine medical board during the public comment period, and all accepted suggestions are incorporated into the drafts provided to the Commission ahead of today's meeting. Rules Chair Loucka reviews the amendments to the drafts made based on Maine's comments, all of which were deemed non-substantive by the Rules Committee.
 - No questions or comments from the Commission.
- Chair Terranova calls for questions or comments from the public.
 - No questions or comments from the public.
- Chair Terranova calls for a motion to adopt Rule 3 as drafted.

Motion:

- **Elizabeth Huntley motions to adopt Rule 3 – Compact Privilege as drafted.**
- **Jamie Alley seconds.**
- **17 members voted in favor; 1 abstained; motion carried.**

Review and Approval of Draft Rule 4 – Data System

- Rules Chair Loucka provides an overview of each rule section in draft Rule 4.
- Rules Chair Loucka notes one suggestion was submitted by the Maine medical board asking that draft Rule 4 clarify that Freedom of Information Act requests are the responsibility of the states and not the Commission. The Rule Committee agreed this is a noteworthy concern, but it will be addressed in a separate rule at a later date.

- 63 ○ No questions or comments from the Commission.
- 64 ○ No questions or comments from the public.
- 65 • Chair Terranova calls for a motion to adopt Rule 4 as drafted.

66 **Motion:**

- 67 • **Elizabeth Huntley motions to adopt Rule 4 – Data System as drafted.**
- 68 • **Larry Marx seconds.**
- 69 • **17 members voted in favor; 1 abstained; motion carried.**

70

71 **Next Meeting of the Full Commission**

- 72 • Chair Terranova informs the Commission that there will be another full commission meeting in
- 73 August or early September this year. Additional rules, commission elections, and adoption of the
- 74 FY27 budget will be agenda items.

75 **Friendly Amendment to Rule 3**

- 76 • A. Mortell notes in the version of Rule 3 voted on by the Commission there is a placeholder
- 77 citation, X.X, to the fee rule that needed to be amended prior to adopting and requests a
- 78 friendly amendment be made to the vote adopting Rule 3 that would delegate to staff the task
- 79 of updating the placeholder citation prior to publishing the rule.
- 80 • N. Kalfas confirms that a friendly amendment would be proper to amend the rule after
- 81 adoption. The citation to rule can be amended out and language added to read “as developed
- 82 by rule of the Commission,” which would eliminate the need for the placeholder citation.

83 **Motion:**

- 84 • **Elizabeth Huntley motions to delegate to staff to amend the placeholder citation in Rule 3 to**
- 85 **add language on further rulemaking prior to publishing the adopted rule.**
- 86 • **Larry Marx seconds.**
- 87 • **16 members voted in favor; 2 abstained; motion carried.**

88

89 **Delegate Questions and Comments**

- 90 • Rules Chair Loucka asks if the Commission could take a vote to allow staff to update rule number
- 91 references as a matter of technical correction in future rulemaking?
- 92 ○ N. Kalfas requests time to review the Commission’s rule on rulemaking as that
- 93 delegation may already be covered in the rule. If it is not already covered in the rule,
- 94 then the Commission can decide to vote on it.
- 95 ○ Chair Terranova notes since it was not on the agenda, and it is not an emergency, the
- 96 Commission can wait and vote on that during the next meeting.
- 97 • A. Houge asks if the Commission will meet during the AAPA conference.
- 98 ○ Chair Terranova notes there will not be a meeting of the Commission during the AAPA
- 99 meeting due to the Commission’s limited budget, but many Commissioners will be at
- 100 the conference independent of their role on the Commission.
- 101 • G. Lannoye introduces himself to the Commission as a new Commissioner from North Dakota
- 102 and notes his abstention from voting on the rules was a result of not being involved in the
- 103 drafting process prior to joining the Commission.
- 104 ○ Chair Terranova confirms Commissioners’ ability to abstain from votes where they deem
- 105 appropriate.

- 106 • Chair Terranova notifies Commissioners who do not have committee assignments that he will
107 contact them about their preference of committee.
108 • Chair Terranova updates the Commission of the plan to create a Technology Committee, which
109 Commissioners can volunteer to serve on. If Commissioners have IT people from their state who
110 wish to participate in the committee, nominations can be emailed to A. Mortell.

111 **Public Questions and Comments**

- 112 • None.

113 **Adjourn**

114 Chair Terranova adjourns the meeting at 4:01 p.m. ET.

DRAFT

Change to Fund Balance	\$	(14,287,761)
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PA Compact Commission

Title of Rule: Joint Investigations

History of Rule: Drafted May 28, 2026

Reason for Rule: To establish the process for joint investigations.

Effective Date:

Chapter 5: Joint Investigations

Authority: Section 6: Adverse Actions

Section 7: Establishment of PA Compact Commission

Section 9: Rulemaking

All citations are to the Compact Model Language

5.0 Purpose:

This Rule addresses the Compact Commission's responsibility to develop and implement a process for joint investigations. This Rule will become effective upon adoption by the PA Compact Commission as provided in Section 9 of the PA Compact.

5.1 Definitions:

- (a) **"Adverse Action"** means any administrative, civil, equitable, or criminal action permitted by a State's laws which is imposed by a Licensing Board or other authority against a PA License or License application or Compact Privilege such as License denial, censure, revocation, suspension, probation, monitoring of the Licensee, or restriction on the Licensee's practice.
- (b) **"Compact"** means the PA Licensure Compact.
- (c) **"Compact Privilege"** means the authorization granted by a Remote State to allow a Licensee from another Participating State to practice as a PA to provide Medical Services and other licensed activity to a patient located in the Remote State under the Remote State's laws and regulations.
- (d) **"Confidential and filed under seal"** means all information and documents required to be shared in compliance with the Compact shall be transmitted confidentially and may not be discoverable in civil litigation, re-disclosed voluntarily or pursuant to a public records request, or produced pursuant to civil or criminal subpoena, except that such information may be used for the purpose of investigating and taking disciplinary action and may be disclosed as part of any public disciplinary action resulting from the investigation.
- (e) **"Data System"** means the repository of information about Licensees, including but not limited to License status and Adverse actions, which is created and administered under the terms of this Compact.

- (f) **"Investigative Information"** means information, records, or documents received or generated by a Licensing Board pursuant to an investigation.
- (g) **"Joint Investigation"** means an investigation conducted jointly by two or more Participating States.
- (h) **"Licensee"** means an individual who holds a License from a State to provide Medical Services as a PA.
- (i) **"Participating PA"** means a PA who has applied for or holds a Compact Privilege.
- (j) **"Participating State"** means a State that has enacted this Compact.
- (k) **"PA"** means an individual who is licensed as a physician assistant in a State. For purposes of this Compact, any other title or status adopted by a State to replace the term "physician assistant" shall be deemed synonymous with "physician assistant" and shall confer the same rights and responsibilities to the Licensee under the provisions of this Compact at the time of its enactment.
- (l) **"PA Licensure Compact Commission," "Compact Commission," or "Commission"** mean the national administrative body created pursuant to Section 7.A of this Compact.
- (m) **"Qualifying License"** means an unrestricted License issued by a Participating State to provide Medical Services as a PA.
- (n) **"Remote State"** means a Participating State where a Licensee who is not licensed as a PA is exercising or seeking to exercise the Compact Privilege.
- (o) **"Significant Investigative Information"** means Investigative Information that a Licensing Board, after an inquiry or investigation that includes notification and an opportunity for the PA to respond if required by State law, has reason to believe is not groundless and, if proven true, would indicate more than a minor infraction. Minor Infraction means conduct which does not relate to the delivery of health care services, does not adversely affect public health and safety and, in the judgement of the participating state is not likely to result in a report to the National Practitioner Data Base.
- (p) **"State"** means any state, commonwealth, district, or territory of the United States.

5.2 Joint Investigations

- (a) Participating States may conduct a joint investigation of a participating PA.
- (b) If a participating State seeks to initiate a joint investigation, it may obtain a list of all other participating States where the PA holds Compact Privileges or a Qualifying License from the Compact Commission or the Data System.
- (c) States participating in a Joint Investigation shall designate a lead investigative state.
- (d) The lead investigative state shall direct the investigation and update the other members of the joint investigation upon any significant developments in the joint investigation.
- (e) The lead investigative state may request the other States participating in the joint investigation to conduct investigatory tasks in their own states.
- (f) A non-lead investigative state may continue its own investigation but shall keep the lead investigative state apprised of its investigatory actions and shall coordinate its actions with the lead investigative state.
- (g) States participating in the joint investigation shall share investigative, litigation, or compliance materials in furtherance of the investigation.

- 79 (h) During a joint investigation, a Participating State may request that another Participating
80 State issue a lawful subpoena on behalf of the joint investigation or assist in the
81 enforcement of a lawful subpoena issued by the joint investigation. States participating in
82 the joint investigation shall cooperate with lawful requests from another participating
83 state.
- 84 (i) A Participating State may elect to withdraw from a joint investigation at any time,
85 however upon doing so it shall share with the remaining members of the joint
86 investigation any investigative information, litigation, and compliance materials in its
87 custody and control which were obtained or generated during the course of the joint
88 investigation.
- 89 (j) If a joint investigation results in Significant Investigative Information, the lead
90 investigative state shall be responsible for making a report to the Compact Commission
91 on behalf of all participants in the joint investigation.
- 92 (k) Any adverse action resulting from a joint investigation shall be reported to the Compact
93 Commission by the Participating State which took the adverse action, and all impacted
94 states shall be notified. The compact privilege will be revoked or removed pursuant to
95 Section 4.B. and in accordance with Rule 4.

PA Compact Commission

Title of Rule: State Compliance

History of Rule: Drafted May 28, 2026

Reason for Rule: To establish the requirements for member states to implement criminal background checks pursuant to Section 3 of the Compact Model Language and to establish the process for resolving disputes between states and compliance issues pursuant to Section 10 of the Compact Model Language.

Effective Date:

Chapter 7: State Compliance

Authority: Section 3: State Participation in this Compact

Section 4: Compact Privilege

Section 7: Establishment of PA Compact Commission

Section 9: Rulemaking

Section 10: Oversight, Dispute Resolution, and Enforcement

All citations are to the Compact Model Language

7.0 Purpose:

Pursuant to Section 3 of the Compact Model Language, the PA Compact Commission shall promulgate applicable rules for member states to fully implement a criminal background check for considering the criminal history records of applicants applying to participate in the Compact. Pursuant to Section 10 of the Compact Model Language, the PA Compact Commission shall promulgate applicable rules for resolving disputes between states using mediation and binding dispute resolution. This Rule will become effective upon adoption by the PA Compact Commission as provided in Section 9 of the PA Compact.

7.1 Definitions:

- (a) **"Adverse Action"** means any administrative, civil, equitable, or criminal action permitted by a State's laws which is imposed by a Licensing Board or other authority against a PA License or License application or Compact Privilege such as License denial, censure, revocation, suspension, probation, monitoring of the Licensee, or restriction on the Licensee's practice.
- (b) **"Compact"** means the PA Licensure Compact.
- (c) **"Compact Privilege"** means the authorization granted by a Remote State to allow a Licensee from another Participating State to practice as a PA to provide Medical Services

- and other licensed activity to a patient located in the Remote State under the Remote State's laws and regulations.
- (d) **"Criminal Background Check"** means the submission of fingerprints or other biometric based information for a License applicant for the purpose of obtaining that applicant's criminal history record information, as defined in 28 C.F.R. § 20.3(d), from the State's criminal history record repository as defined in 28 C.F.R. § 20.3(f).
- (e) **"Data System"** means the repository of information about Licensees, including but not limited to License status and Adverse Actions, which is created and administered under the terms of this Compact.
- (f) **"Jurisprudence Requirement"** means the assessment of an individual's knowledge of the laws and Rules governing the practice of a PA in a State.
- (g) **"Licensee"** means an individual who holds a License from a State to provide Medical Services as a PA.
- (h) **"Medical Services"** means health care services provided for the diagnosis, prevention, treatment, cure or relief of a health condition, injury, or disease, as defined by a State's laws and regulations.
- (i) **"NCCPA"** means the National Commission on Certification of Physician Assistants or a successor organization.
- (j) **"Non-participating State"** means a State that has not enacted this Compact.
- (k) **"Participating State"** means a State that has enacted this Compact.
- (l) **"PA"** means an individual who is licensed as a physician assistant in a State. For purposes of this Compact, any other title or status adopted by a State to replace the term "physician assistant" shall be deemed synonymous with "physician assistant" and shall confer the same rights and responsibilities to the Licensee under the provisions of this Compact at the time of its enactment.
- (m) **"PA Licensure Compact Commission," "Compact Commission," or "Commission"** mean the national administrative body created pursuant to Section 7.A of this Compact.
- (n) **"Qualifying License"** means an unrestricted License issued by a Participating State to provide Medical Services as a PA.
- (o) **"Remote State"** means a Participating State where a Licensee who is not licensed as a PA is exercising or seeking to exercise the Compact Privilege.
- (p) **"State"** means any state, commonwealth, district, or territory of the United States.
- (q) **"State of Qualifying License"** means a Participating State where a PA holds a qualifying license and which has been designated as such by the PA for purposes of registration and participation in the Compact.
- (r) **"Terminate"** means the PA chooses to give up their qualifying license for a non-disciplinary reason

7.2 Requirements for Member States Implementing Criminal Background Checks

- (a) Participating states must implement or utilize procedures for considering criminal history records of applicants licensed within their State of Qualifying License who are applying for privileges to practice in one or more states under the Compact. These procedures shall

77 include the submission of fingerprints or other biometric-based information by applicants for
78 the purpose of obtaining an applicant's criminal history record information.

79 (b) Results of the criminal background check shall be reviewed pursuant to Public Law 92-544
80 as required by the terms and provisions of the Compact and Commission Rule 3.

81 (c) A participating state must have completed all required processes, requirements, and
82 applications necessary to fully implement a criminal background check as demonstrated by
83 receiving the results of criminal history record information from the FBI and the agency
84 responsible for retaining that state's criminal records, as authorized by the participating
85 state's laws, within ninety (90) days of the effective date of this rule or the effective date of
86 the member state's compact enactment, whichever comes last.

87 (d) A participating state cannot serve as a state of qualifying license until such state has
88 completed the requirements to fully implement the criminal background check requirement
89 and can begin receiving and using the results of the criminal background check in making
90 licensure decisions for that state's licensees to participate in the compact.

91 (e) The executive committee has the discretion to grant participating states additional time to
92 fully implement a criminal background check based on the participating state demonstrating
93 good faith efforts to timely implement a criminal background check or by demonstrating a
94 legal impossibility to implement a criminal background check.

96 **7.3 Dispute Resolution Process – Informal, Mediation, and Arbitration**

97 (a) In the event that two or more participating states have a dispute, those states shall first
98 attempt to resolve the issue informally without intervention of the commission.

99 (1) If the dispute involves an interpretation of the compact model language or rules
100 implemented by the commission, the state(s) involved in the dispute may submit a
101 written request to the executive committee for assistance in interpreting the law,
102 rules, and policies of the compact. The executive committee may seek the
103 assistance of the commission's legal counsel in interpreting the compact and may
104 refer matters to the rules committee as appropriate.

105 (2) If all issues are resolved by the parties without intervention of the commission, no
106 further action is required.

107 (3) If any issues remain unresolved, the parties shall notify the executive committee with
108 a concise statement of unresolved issue(s), analysis including references to relevant
109 compact model language and rules, and any supporting documents. The executive
110 committee may refer the matter to the compliance committee. After review by the
111 compliance committee, its recommendations will be sent to the participating states
112 involved in the dispute and the executive committee for further review.

113 (b) In the event that any issues remain unresolved after the informal resolution process, the
114 executive committee may require the submission of the matter in controversy to mediation.

115 (1) Mediation shall be conducted by a mediator appointed by the executive committee
116 from a list of mediators approved by the National Association of Certified Mediators

- 117 or a mediator otherwise agreed to by all parties to the dispute and pursuant to
118 procedures customarily used in mediation proceedings.
- 119 (2) If all issues are resolved through mediation, no further action is required.
- 120 (3) The costs of mediation shall be shared by all the participating states involved in the
121 dispute.
- 122 (c) In the event that any issues remain unresolved after the informal resolution process and
123 the mediation process, and upon the recommendation by the executive committee, the
124 participating states' delegates may submit an arbitration request form to the Commission
125 chair.
- 126 (1) Each participating state that is a party to the dispute and the executive committee
127 shall submit a signed arbitration agreement.
- 128 (2) The Commission chair or the chair's designee shall coordinate the arbitration
129 process.
- 130 (3) The decision of the arbitration panel shall be final and binding.
- 131 (4) In the event arbitration is necessary, and unless otherwise agreed by the parties, at
132 the discretion of an independent arbitration panel, the prevailing participating state(s)
133 may be entitled to recover the costs of such arbitration, including reasonable
134 attorneys' fees, to the extent permitted by state law of the prevailing participating
135 state(s).
- 136 (5) Arbitration award decisions may be enforced in a court of competent jurisdiction.

137 **7.4 Compliance and Enforcement**

- 138 (a) Any participating state may submit a written request to the executive committee for
139 assistance in interpreting the law, rules, and policies of the compact. The executive
140 committee may seek the assistance of the commission's legal counsel in interpreting the
141 compact and may refer matters to the rules committee as appropriate.
- 142 (b) Any participating state may voluntarily request technical assistance and training from the
143 compliance committee.
- 144 (c) If the executive committee or compliance committee determines that a participating state
145 has defaulted in the performance of its obligations or responsibilities under the laws or rules
146 of the compact, the defaulting state and the other participating states will be provided with
147 written notice.
- 148 (1) The written notice shall describe the default, the proposed means of curing the
149 default and any other action that the Commission may take.
- 150 (2) After written notice, the compliance committee will provide technical assistance and
151 training to the defaulting state in an effort to voluntarily address any compliance
152 issues.
- 153 (3) If the participating state fails to cure the default after the compliance committee's
154 assistance and training, the matter will be brought before the Commission at the next
155 scheduled commission meeting for a determination pursuant to Section 10(B) of the
156 compact.
- 157



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PA Compact Commission Bylaws

Adopted: Inaugural Commission Meeting September 24, 2024

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Article I: Commission Purpose, Function and Bylaws

Section 1. Purpose

Pursuant to the terms of the PA Compact, (the “Compact”), PA Compact Commission (the “Commission”) is established as a joint government agency and national administrative body of the participating states to fulfill the Compact objectives through a means of joint cooperative action among the participating states. This is accomplished by developing a comprehensive process that facilitates the exchange of information in the areas of licensure and investigative authority of Licensing Boards of Licensed Professional and providing for mutual recognition of Professional PA licenses by all participating states,

through the issuance of privileges to practice, thereby enhancing the portability and mobility of licenses and ensuring and promoting public protection.

Section 2. Functions

In pursuit of the fundamental objectives set forth in the Compact, the Commission shall, as necessary or required, exercise all of the powers and fulfill all of the duties delegated to it by the participating states. The Commission's activities shall include, but are not limited to, all powers and duties as outlined in Section 7 of the Compact and as otherwise provided by the Compact. The provisions of the Compact shall be reasonably construed to accomplish the purposes of the Compact.

Section 3. Bylaws

As required by the Compact, these Bylaws shall govern the management and operations of the Commission. As adopted and subsequently amended, these Bylaws shall remain subject to and limited by the terms of the Compact.

Article II: Membership

Section 1. Member State Representation

The Commission membership shall be comprised as provided by the Compact. Each participating state shall have and be limited to one voting delegate selected by that Participating states' Licensing Board or boards. The delegate shall be a current PA, physician or public member of the Licensing Board or an administrator of a Licensing Board. Each participating state shall forward the name of its delegate to the executive director of the Commission or designee by executing the nomination form which affirms that they are the appropriate appointing authority.

Section 2. Delegates

A delegate may designate a person to serve in place of the delegate as the delegate's temporary representative with respect to Commission business, including attending Commission meetings and voting. A delegate must notify the executive director of the Commission or their designee of the identity of the temporary representative and the scope and duration of the representation, prior to each meeting wherein the temporary representative will be serving on behalf of the delegate. Notice shall be provided no later than seven days before a meeting except when the absence is due to an emergency.

The temporary representative's service must be limited in scope and the Commission may determine the number of meetings at which the delegate may have an absence during their

~~term. the Commission shall establish rule or policy regarding attendance of the delegate and the role of the temporary representative.~~ A temporary representative shall be allowed to vote on behalf of the delegate on all Commission business, except executive committee business as long as that temporary representative has signed the Code of Conduct and the Commission has been notified by the delegate that the temporary representative will temporarily serve in their place.

Section 3. Vacancies

The executive director of the Commission shall promptly advise the participating state of the need to appoint a new delegate whenever a vacancy occurs. Any delegate may be removed or suspended from office as provided by the law of the state from which the delegate is appointed. The participating state board shall fill any vacancy occurring on the Commission with a successor delegate who is a current member or administrator of a Licensing Board, within 60 days.

Article III: Compact Commission, Officers, and Executive Committee

Section 1. Commission Officers

~~The officers of the Commission shall be the Chair, Vice Chair, Secretary, and Treasurer. The officers shall be duly appointed Delegates from Member States.~~

Section 12. Executive Committee Composition

The Commission shall establish an Executive Committee, which shall be empowered to act on behalf of the Commission between Commission meetings, except for rulemaking or amendment of the Compact. The Commission shall determine the procedures, duties and budget of the Executive Committee. The power of the Executive Committee to act on behalf of the Commission shall be subject to the Bylaws, Compact or the Commission.

The Executive Committee shall consist of seven (7) voting members who are elected by the Commission from the current membership of the Commission and two (2) ex-officios, nonvoting members from one (1) recognized national PA professional association and one (1) recognized national PA certification organization as determined by the Commission. The ex-officio members shall be selected by their respective organizations. Of the seven (7) voting members elected to the Executive Committee, four (4) members shall be ~~designated as Chair, Vice Chair, Secretary and Treasurer the Officers~~ of the Commission and the remaining three (3) Members of the Executive Committee ~~shall serve a term of two years or until a successor is elected. The three (3) remaining voting members of the Executive Committee~~ shall be members-at-large ~~chosen from the current membership of the~~

~~Commission and elected by the Commission. No person shall serve more than two (2) terms consecutively in the same office.~~

~~Except for the inaugural election of the Executive Committee, the election of the Executive Committee shall be determined by rule or bylaw amendment.~~

The Executive Committee shall give seven (7) days' notice of its meetings, posted on its website and as otherwise determined by the Commission to provide notice to persons interested in the business of the Commission.

Section 23. Duties and Qualifications

The Commission's officers shall perform all duties of their respective offices as the Compact and these Bylaws provide. Their duties shall include, but are not limited to, the following:

- A. Chair: The Chair, with the assistance of the Executive Director of the Compact, shall call and preside at Commission and Executive Committee meetings; prepare agendas for the meetings; appoint committee members and committee chairs in consultation with the Executive Committee; act on Commission's behalf between Commission meetings when delegated or subsequently ratified by the Executive Committee.
- B. Vice Chair: The Vice Chair, with the assistance of the Executive Director of the Compact, shall perform the duties of the Chair in their absence or at the Chair's direction. In the event of a vacancy in the Chair's office, the Vice Chair shall serve until the Commission elects a new Chair.
- C. Treasurer: The Treasurer, with the assistance of the Executive Director of the Compact, shall act as the custodian of all Commission funds, monitor the Commission's fiscal policies and procedures and serve as chair of the Finance Committee.
- D. Secretary: The Secretary, with the assistance of the Executive Director of the Compact, shall keep minutes of all Commission meetings and shall act as the custodian of all documents and records pertaining to the status of the Compact and business of the Commission.

The Executive Committee shall:

- A. Recommend to the entire Commission changes to the rules or bylaws, changes to this Compact legislation, fees paid by Compact participating states such as annual dues, and any commission Compact fee charged to licensees for the compact privilege;

- B. Ensure Compact administration services are appropriately provided, contractual or otherwise;
- C. Prepare and recommend the budget in consultation with the Treasurer;
- D. Maintain financial records on behalf of the Commission;
- E. Monitor Compact compliance of participating states and provide compliance reports to the Commission;
- F. Establish additional committees as necessary; and
- G. Exercise the powers and duties of the Commission during the interim between Commission meetings, except for issuing proposed rulemaking or adopting Commission Rules or bylaws, or exercising any other powers and duties exclusively reserved to the Commission by the Commission's Rules; and
- H. Perform other duties as provided in rules or bylaws.

Section 4. Election and Succession of the Executive Committee

- A. The seven (7) voting members shall serve a term of two years or until a successor is elected.
- B. The seven (7) voting members shall not serve more than two (2) full terms consecutively in the same office.
- C. The election of the Executive Committee shall be as follows:
 - a. The chair and vice chair shall be elected in odd numbered years;
 - b. The treasurer and secretary shall be elected in even numbered years;
 - c. Members-at-Large (3 positions): Two members-at-large shall be elected in even numbered years; the other member-at-large shall be elected in odd numbered years.
- ~~D. Except for the inaugural election of the Executive Committee, the election of the Executive Committee shall be determined by rule or bylaw amendment.~~
- E. Members of the Executive Committee will assume office at the close of the annual meeting where the individuals are elected.
- F. The Executive Director or Elections Committee, if established, shall send a call for nominations at least 60 days prior to the election and shall announce a slate of candidates to the Commission at least 30 days prior to the election. These timeframes may be waived when filling a vacancy.
- G. No Commissioner shall be nominated or eligible to serve on the Executive Committee if from a Member State in default of its obligations under the Compact.
- H. Any candidate for the Executive Committee shall be a Commissioner who has participated in the meetings of the Commission for a minimum of one year.

Section 35. Removal of Executive Committee Members

Any Executive Committee member may be removed from office for good cause by a two-third (2/3rd) majority vote of the Commission.

Section 46. Vacancies

Upon the resignation, removal, or inability to participate as a member of the Executive Committee, such vacancy shall be announced to the Commission by the executive director or their designee and a replacement shall be elected pursuant to elections requirements promulgated by the Commission.

For vacancies that occur between meetings of the Commission, until an election can be held, the vacancy may be temporarily filled by appointment by the Executive Committee, except that the Vice Chair will fill a vacancy occurring in the office of the Chair. Any vacancy filled by an election of the full Commission will serve for the remainder of the unexpired term.

Article IV: Commission Personnel

Section 1. Duties of the Executive Director

The Commission, through its Executive Committee, may contract or employ an Executive Director of the Compact. As the Commission's principal administrator, the Executive Director shall also perform such other duties as may be delegated by the Commission or required by the Compact and the Bylaws, including, but not limited to, the following:

- A. Serve at its discretion and shall not be a voting or ex-officio delegate of the Commission;
- B. Hire or contract and supervise such other staff or independent contractor as may be authorized by the Commission;
- C. Establish and manage the Commission's office or offices as determined by the Commission;
- D. Recommend general policies and program initiatives for the Commission's consideration;
- E. Recommend for the Commission's consideration administrative personnel policies governing the recruitment, hiring, management, compensation and dismissal of Commission staff;
- F. Implement and monitor administration of all policies, programs, and initiatives adopted by the Commission;

- G. Prepare draft annual budgets, in consultation with the Treasurer, for the Commission's consideration;
- H. Monitor the Commission's financial performance for compliance with approved budgets and policies, and maintain accurate records of the Commission's financial account(s);
- I. Execute contracts on behalf of the Commission as directed;
- J. Receive service of process on behalf of the Commission;
- K. Prepare and disseminate all required reports and notices directed by the Commission;
- L. Assist the members of the Executive Committee in the performance of its duties;
- M. Speak on behalf and represent the Commission;
- N. In collaboration with legal counsel, assist in ensuring the legal integrity of the Commission; and
- O. Report about policy, regulatory, political, legal or other developments of relevance to the Commission's operation.

Article V: Meetings of the Full Commission

Section 1. Meetings and Notice

The Commission shall meet at least once a year at a time and place as determined by the Delegates. Additional meetings shall be held as determined by the Executive Committee. Delegates may participate in meetings in person or by electronic means as is necessary.

Special meetings of the full Commission may be scheduled at the discretion of the Chair or shall be called upon the request of a majority of Delegates.

All Delegates shall be given notice of Commission meetings at least thirty (30) days prior to the scheduled date. Agendas shall be provided to all Delegates no later than seven (7) days prior to any meeting of the full Commission. If an amendment to an agenda is made after an agenda has been noticed, but forty-eight (48) hours prior to a regular meeting, or twenty-four (24) hours prior to a special meeting, then the agenda is amended upon the posting of the amended agenda. Additionally, the full Commission or any Committee of the Commission may vote to accept an agenda as amended by majority vote.

All Commission meetings shall be open to the public, except as set forth in Commission Rules or as otherwise provided by the Compact. Prior public notice of full Commission meetings shall be as follows: publication of notice of each meeting of the full Commission will be posted at least thirty (30) days prior to the meeting on the Commission's website or another website designated by the Commission.

A meeting may be closed to the public if the Commission determines by a majority vote of the Delegates that there exists at least one of the conditions for closing a meeting, as provided by the Compact or authorized Rules and as certified by legal counsel to the Commission.

Emergency Meetings

The Commission may convene a public meeting by providing at least twenty-four (24) hours prior notice to the delegates and on the Commission's website, and any other means as provided in the Commission's Rules.

Section 2. Quorum

A simple majority of appointed voting Delegates shall constitute a quorum for the transaction of business, except as otherwise required in these Bylaws. The presence of a quorum must be established before any vote of the Commission can be taken.

Section 3. Voting

Each Delegate is entitled to one vote. A Delegate shall vote on their own behalf and shall not delegate the vote to another Delegate, except as permitted by a designation allowed under Article II. Any question submitted for a vote of the Commission shall be determined by a simple majority of the quorum present at any legally constituted meeting, except as otherwise required by the Compact or the Bylaws.

Section 4. Procedure

The rules contained in the then current edition of Robert's Rules of Order Newly Revised shall govern the parliamentary procedures of the Commission and its committees in all cases not provided for in these Bylaws or in any policies and procedures or any special rules of order which are duly adopted by the Commission.

Section 5. Public Participation in Non-Emergency Full Commission Meetings

Upon prior written request to the Commission any person who desires to present a statement on a matter on the agenda shall be afforded an opportunity to present an oral statement at an open meeting. The Chair may, depending on the circumstances, allow any person who desires an opportunity to present a statement on a matter that is on the agenda even in the absence of a prior written request to the Commission. The Chair may limit the time and manner of public statements at any open meeting. Further policy regarding public comment may be developed by the Rules Committee for approval by the Executive Committee.

Article VI: Committees

Section 1. Committees

A. Creation of Committees:

1. The Commission or Executive Committee shall determine need for the creation of a committee and provide a list of charges to the committee.
2. A committee shall be designated as either Ad Hoc or Standing.

B. Appointment of Committee Members:

1. The Chair in consultation with the Executive Committee shall direct the secretariat staff or Executive Director to request volunteers from party states to serve as committee members, which may include board staff, members, counsel, or commissioners.
2. The Chair in consultation with Executive Committee shall appoint chairs, interim chairs, vice chairs, and members to committees to provide the expertise needed to fulfill committee charges.
- 2:3. Members of the Executive Committee shall not serve as committee chairs except that the Treasurer shall serve as the chair of the Finance Committee and the Chair of the Commission shall chair the Executive Committee.
- 3:4. Volunteers for committee membership shall be required to provide personal bios and all relevant experience and interest with respect to the committee position and duties.
- 4:5. In consultation with committee chairs, the Executive Director shall staff the committee and shall provide other staff or consultants as needed to provide support and expertise.
- 5:6. The chair or designee will be responsible for reporting on the progress and/or recommendations of the committee at Executive Committee and full Commission meetings, as requested by the Executive Committee.
7. Except for the Executive Committee, each participating state represented on a committee shall have one vote which may be exercised by the voting delegate or by their temporary representative.
- 6:8. Committees shall consist of at least 3 members.

C. Terms of Appointment

1. As long as they remain eligible to serve as a delegate, chairs, vice chairs, and committee members will be appointed to a two-year term, which can be renewed once or for the duration of the committee, whichever comes first.

2. Committee Members who do not wish to be reappointed must notify the Executive Director within two months of the conclusion of the member's first term and may request reassignment based on the needs of the Commission; and
3. Two term limits may be waived by the chair in consultation with the Executive Committee as deemed necessary to achieve the purposes of the Compact.
4. A vacancy on a committee may be filled by the Executive Committee at its discretion.
5. The party state shall notify the Executive Director when committee members are no longer affiliated with their party state as the appointed delegate.
6. The Executive Committee shall make all reasonable efforts to ensure diversity of membership among Committee members.

D. Establishment of Committees

1. **Rules Committee:** A Rules Committee shall be established as a standing committee to:
 - a. develop uniform Compact rules and bylaw amendments and policies for consideration by the Commission and concurrent implementation by the states;
 - b. review existing rules and recommend necessary changes to the Commission for consideration;
 - c. draft frequently asked questions to clarify questions arising regarding statute, rule, bylaws, policies, and advisory opinions.
2. **Compliance Committee:** A Compliance Committee shall be established as a standing committee to:
 - a. monitor a participating state's compliance with the terms of the Compact and its authorized rules;
 - b. develop resources for compliance reviews;
 - ~~c. provide technical assistance and training;~~ and
 - ~~ed.~~ develop best practices for party state compliance.
3. **Finance Committee:** A Finance Committee shall be established as a standing committee to:
 - a. provide financial oversight and ensure the Commission is operating within its budget;
 - b. developing financial resources to achieve its purposes;
 - c. propose fees as authorized in the Compact;
 - d. investigate potential funding resources; and
 - e. suggest a fiscal year for the commission.

4. **Elections Committee:** An Elections Committee shall be established as a standing committee to:
- a. Inform the Commissioners on the responsibilities of the office;
 - b. Encourage participation by the Commissioners in the elections process;
 - c. Announce nominations deadline and anticipated vacancies of the Executive Committee of the Commission;
 - d. Communicate with incumbents to determine if they wish to run for re-election.
 - e. Accept qualified nominees and prepare a slate of candidates for the election of the officers or members at large of the Executive Committee; and
 - f. Present a list of candidates to the Commission including the terms of office expiration dates.
5. **Communications Committee:** A Communications Committee shall be a standing committee to, in consultation with the Chair of the Commission and the Executive Director:
- a. Onboard new participating state delegates and administrative staff;
 - b. Create press releases;
 - c. Suggest updates to the website and informational items to media sources;
 - d. Create additional public relations documents and provide presentations regarding the work of the Commission if needed.

The Commission may dissolve any committee it determines is no longer needed.

All Committees shall give seven (7) days' notice of their meetings, posted on the Commission website and as otherwise determined by the Commission to provide notice to persons interested in the business of the Commission.

These committees are not subject to the notice requirements of Section 7 and 9 of the PA Compact and Article V of these Bylaws.

Article VII: Finance

Section 1. Fiscal Year

The Commission's fiscal year shall be determined by the executive committee in consultation the finance committee. If necessary, ~~membership-state annual~~ assessments, ~~in an amount to be determined by the commission, shall be paid on a date to be determined by the commission may be established pursuant to Commission rules.~~

Section 2. Budget

The Commission shall operate on an annual budget cycle and shall, in any given year, adopt budgets for the following fiscal year or years as provided by the Compact and determined by the Commission.

Section 3. Accounting and Audit

The Commission, with the assistance of the Executive Director and secretariat, shall keep accurate and timely accounts of its internal receipts and disbursements of the Commission funds. The receipts and disbursements of Commission funds are to be audited annually by an independent certified or licensed accountant. The independent audit report shall be made available to the public and incorporated into the annual report.

Section 4. ~~Cost~~Travel and Expense Reimbursement

Subject to pre-approval and the availability of budgeted funds and unless otherwise provided by the Commission, Delegates shall be reimbursed for any actual and necessary expenses incurred pursuant to their attendance at a convened meeting of the Commission or its committees as provided by the Compact in accordance with U.S. General Services Administration (GSA) Travel Management Policy. (<https://www.gsa.gov/policy-regulations/policy/travel-management-policy>)

Reimbursement for items and occurrences not addressed by GSA's Travel Management Policy will be determined by the Secretariat and Executive Director in consultation with the Commission's Treasurer.

Article VIII: Adoption and Amendment of Bylaws

Any Bylaw may be adopted, amended or repealed by a simple majority vote of the Delegates, provided that written notice and the full text of the proposed action is provided to all Delegates at least thirty (30) days prior to the meeting at which the action is to be considered. Failing the required notice, a two-third (2/3rd) majority vote of the voting Delegates shall be required for such action.

Article IX: Qualified Immunity, Defense, and Indemnification

Section 1. Immunity

The Commission, its Delegates, officers, Executive Director, employees, and representatives shall be immune from suit and liability, either personally or in their official capacity, for any claim for damage to or loss of property or personal injury or other civil liability caused or arising out of or relating to any actual or alleged act, error, or omission that occurred, or that such person had a reasonable basis for believing occurred within the scope of Commission employment, duties, or responsibilities; provided, that any such person shall not be protected from suit or liability, or both, for any damage, loss, injury, or liability caused by the intentional or willful or wanton misconduct of any such person.

Section 2. Defense

Subject to the provisions of the Compact and Rules promulgated thereunder, the Commission shall defend the Delegate of a Participating state, his or her representatives or employees, or the Commission, and its representatives or employees in any civil action seeking to impose liability against such person arising out of or relating to any actual or alleged act, error or omission that occurred within the scope of Commission employment, duties, or responsibilities or that such person had a reasonable basis for believing occurred within the scope of Commission employment, duties or responsibilities; provided, that the actual or alleged act, error, or omission did not result from the intentional or willful or wanton misconduct of any such person.

Section 3. Indemnification

The Commission shall indemnify and hold the Delegate of a Participating state, his or her representatives or employees, or the Commission, and its representatives or employees, harmless in the amount of any settlement or judgement obtained against such person arising out of or relating to any actual or alleged act, error, or omission that occurred within the scope of Commission employment, duties, or responsibilities that such person had a reasonable basis for believing occurred within the scope of Commission employment, duties, or responsibilities; provided, that the actual or alleged act, error, or omission did not result from the intentional or willful or wanton misconduct of any such person.

The Commission shall not bear any costs related to a State that is found to be in default or that has been terminated from the Compact, unless agreed upon in writing between the Commission and the defaulting State.

Nothing in this article shall be construed as a limitation on the liability of any Licensee for professional malpractice or misconduct, which shall be governed solely by any other applicable state laws.

Article X: Withdrawal

Participating states may withdraw from the Compact only in accordance with Section 11.C. of the Compact.

Article XI: Dissolution of the Commission

The Compact shall dissolve effective upon the date of the withdrawal or the termination by default of a participating state, which reduces membership in the Compact to one participating state.

Upon dissolution, the Compact becomes null and void and shall be of no further force or effect, and the business and affairs of the Commission shall be concluded in an orderly manner and according to applicable law.

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