

SW Finance Committee – Minutes

Date: March 10th, 2026, at 3pm – 4pm ET

Location: [Zoom](#)

3:00pm - 3:02pm **Welcome & Call to Order** **Chair**

- Samantha Nance, legal counsel present. Kaitlyn Bison and Imani Smith, CSG, present.
- Chair called the meeting to order at 3:04pm.

3:02pm - 3:05pm **Roll Call** **CSG**

Name	State	Present
Kevin Fowler, Chair	Ohio	X
Tobi Zavala	Arizona	X
Barry Noel	Rhode Island	X
David Fye	Kansas	X
Veronica Knowles	Mississippi	X
Karen Richards	Maryland	X
Ashley Childers	Tennessee (alternate delegate)	
Heather Foley	ASWB (non-voting)	X

3:05pm – 3:10pm **Review and Adopt Agenda*** **Chair**

- David Fye moved to adopt the agenda; Karen Richards seconded. Motion passed.

**Review and Approve Draft
Minutes***

- David Fye moved to adopt minutes as drafted; Tobi Zavala seconded. Motion passed.

3:10pm – 3:12pm **State Fee Survey Follow-up
Review and Discussion** **Chair/CSG**

- Chair introduced the topic.

- Kaitlyn Bison noted that there were no submissions to follow-up questions on fees from the states. Received two responses from Missouri on the number of social work licensees (over 1,000) and Rhode Island on licensee statistics, although they did not include an estimate of interest in the compact. Resource on fee calculations provided from Bison.

3:12pm – 3:27pm

**Draft Rule on State Fees
Discussion**

Chair

- Chair presented first draft of the Rule; noted that members should review before the next Finance meeting.
 - Notes the “Multistate License Transaction” definition as an encompassing term.
 - Notes potential changes to “5.2 Administrative Fees”, and the fee amount being estimated on lower end as not refundable, etc.
 - Notes potential changes in section “5.5 Collection and Disbursement of Fees”. Poses question on around proration regarding renewals.
- David Fye asks questions regarding survey results on initial and renewal timelines for multistate license fee charges.
 - Legal Counsel suggests flexibility around fees, noting that administrative cost fees remitted to commission are non-waivable.
 - David Fye raised questions on waived fees for military family members.
 - Legal Counsel notes state board discretion on how to remit the administrative fee; however, commission fees would not be waived from the state.
- Veronica Knowles notes that the Commission’s role is to educate states on the fees, and then for the states to decide.
- CSG will send out the draft rule for committee members’ review.

3:27pm – 3:35pm

**Executive Director Search
Subcommittee**

Chair

- Chair introduces deadline for Executive Director plan as July 1, 2026. Notes that the commission’s secretariat would need to be hired first. Draft RFP presented.
- Chair asks for volunteers.
 - Karen Richards (MD), Veronica Knowles (MS) and Kevin Fowler (OH, Chair) volunteer.

- Tobi Zavala clarifies the process and if RFP and hiring for secretariat would precede Executive Director role.
 - Suggests having a conversation with other compacts on differences in hiring process for the two roles.
- Legal Counsel also offers herself as a resource throughout process per experience with other compact commissions.
- Heather Foley also offers her help throughout the process, per experience with ASWB and in the non-profit sector.

3:36pm – 3:45pm

Delegate Questions and Comments

Chair

- Barry Noel (RI) asks about the scope and functions of the Secretariat and Executive Director roles.
 - Legal Counsel notes that structures of the role can look different dependent on the compact commission. Reiterates that the subcommittee can work to define the roles.
 - Legal Counsel notes grievances and complaints are often processed through the Secretariat role as Human Resources-adjacent, but that the process can look different depending on the commission’s preferences.
- David Fye mentions the transition of compact website domain to “.gov” from “.org”. Asked about progress on the decision.
 - Chair notes commission is still several steps from the transition.
 - Legal Counsel notes she will look into the matter, and that it is not tethered to operationalization, but may be processed during hiring and RFP process for the secretariat.

3:55pm – 3:45pm

Public Questions and Comments

Chair

- *None provided.*

3:45pm

Adjourn*

Chair

- Barry Noel motions to adjourn; David Fye seconded. Motion passed.

* Indicates agenda item requires Finance Committee vote