

## SW Finance Committee – Minutes

**Date:** May 12th, 2026, at 3pm – 4pm ET

**Location:** [Zoom](#)

**3:00pm - 3:03pm**                      **Welcome & Call to Order**                      **Chair**

- The Chair called the meeting to order at 3:00pm ET.
- Kaitlyn Bison and Imani Smith (CSG), and Samantha Nance (Interim Legal Counsel) were present.

**3:03pm - 3:05pm**                      **Roll Call**                      **CSG**

Name	State	Present
Kevin Fowler, Chair	Ohio	X
Tobi Zavala	Arizona	Not present
Barry Noel	Rhode Island	X
David Fye	Kansas	X
Veronica Knowles	Mississippi	X
Karen Richards	Maryland	X
Ashley Childers	Tennessee (alternate delegate)	Not present
Heather Foley	ASWB (non-voting)	X

**3:05pm – 3:08pm**                      **Review and Adopt Agenda\***                      **Chair**

- David Fye moved to adopt the agenda; Veronica Knowles seconded. Motion carried.

**Review and Approve Draft  
Minutes (previous Finance &  
Joint Committees Meeting)\***

- *Joint Rules & Finance Committees Meeting Draft Minutes:*
  - David Fye requested his name and presence being added per his membership on both committees in the roll call.
- April Finance Meeting Draft Minutes:
  - No changes requested.
- Veronica Knowles moved to approve both draft meetings minutes with necessary changes; David Fye seconded. Motion carried.

**3:08pm – 3:14pm**

**Draft Rule on Fees  
*Review and Discussion***

**Chair/CSG**

- The Committee reviewed language changes made to the draft rule.
- Legal Counsel noted intention for explicit notation on process for future review and change of the fee via rulemaking.
  - The Chair and Kaitlyn Bison noted previous discussion on Section 13 reference for member states compliance.
    - Legal Counsel explained the possibility of compliance committee in tandem with the language addition.
- David Fye iterated his satisfaction with the draft rule after the committee review process.
- David Fye moved to forward the draft Chapter 5 Rule on Fees to the Executive Committee; Barry Noel seconded. Motion carried.

**3:14pm – 3:26pm**

**Delegate Questions and  
Comments**

**Chair**

- David Fye noted previous discussion in the Rules Committee on state operationalization timelines and background checks, and its relevance to the Finance Committee’s discussion on revenue development via fees determination.
- David Fye asked about the status of the executive director search subcommittee meeting.
  - The Chair noted the RFPs review (in progress) per the last subcommittee meeting, and recent question on the necessity of a Secretariat RFP, based on precedence in other compacts and SW Commission’s delayed progress.
  - Legal Counsel explained that alternative approaches to RFPs are also within the commission’s disposal.
- Heather Foley (ASWB) asked about planning for next funding cycle and reviewing more recent spending on behalf of the commission to estimate future HRSA grant funding and commission operationalization. Noted that ASWB has finished its audit and 990 recently.
  - The Chair noted that he will follow up.
  - David Fye asked about date-date fiscal year allocation of the HRSA Grant.
  - Legal Counsel noted that past performance informs the estimate for the grant, requested line-item report on spending.

**3:26pm – 4:00 pm**

**Public Questions and Comments**

**Chair**

- None provided.

**3:26pm**

**Adjourn\***

**Chair**

- David Fye moved to adjourn; Veronica Knowles seconded. Motion carried.

*\* Indicates agenda item requires a committee vote.*

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## **SW Finance Subcommittee – Minutes**

**Date:** May 12th, 2026, at 4pm – 4:30pm ET

**Location:** [Zoom](#)

**3:27pm – 4:20pm**

**Search for Commission  
Executive Director & Secretariat  
*Discussion***

**Chair**

- Karen Richards asked about if the plan is for ASWB to be the commission secretariat.
  - The Chair clarified that plan was originally assumed, and advantage that ASWB has in supporting the compact and decreased expense in utilizing them instead of using an RFP process.
    - Noted optics on ASWB involvement.
    - Kaitlyn Bison noted other compacts that also did not use an RFP process.
  - The Chair noted that the RFP could ultimately delay the Executive Director search process.
  - Veronica Knowles and Karen Richards state agreement in not proceeding with the Secretariat RFP for efficiency in the Executive Director RFP and advance multistate issuances.
- The Chair requested legal counsel at the next meeting.

- Kaitlyn Bison advised reaching out to ASWB to ensure agreement with change in the RFP process.
  - Noted adding the item to next week’s Executive Committee meeting agenda.
- Executive Director RFP:
  - Review of previous compact examples of Executive Director RFPs.
  - Committee members state satisfaction with the example RFP and use for the commission.

**4:20pm – 4:25pm                      Delegate Comments and Questions                      Chair**

- The Chair noted secretariat contract discussion with ASWB as an upcoming topic for the next subcommittee meeting.
  - Kaitlyn Bison noted she will follow up on addition to the RFP, as well as how subcommittee members can attend the next executive committee meeting.
  - The Chair noted he will be absent/Out of Office until June 3<sup>rd</sup> for vacation.

**4:25pm – 4:30pm                      Public Comments and Questions                      Chair**

- None provided.

**4:30pm                                      Adjourn\*                                      Chair**

- The subcommittee adjourned at 3:54pm ET.

*\* Indicates agenda item requires a committee vote.*