



Counseling Compact Annual Report for Fiscal Year 2024

July 1, 2023 – June 30, 2024

To be approved at the 2025 Annual Business Meeting

February 12, 2025
Myrtle Beach, South Carolina

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About the Annual Report

The Annual Report is an overview of the various activities and growth of the Counseling Compact and its Commission since its inception. 2024 saw many changes including hiring a full-time Executive Director and the start of the build for the website and database system.

Special thanks go to the American Counseling Association, the National Board for Certified Counselors, and the Council of State Governments for their contributions to the Compact. Additionally, the Compact would like to recognize the hard work of state commissioners and their help in moving the Compact forward.

About the Counseling Compact

The Counseling Compact is an interstate occupational licensure compact that facilitates the practice of professional counseling across state lines while maintaining public protection. The Compact allows licensed professional counselors to practice in other compact member states in person or via telehealth. It will help address the increasing demand for mental health services and continuity of care.

Compact Development and History

2019

- The American Counseling Association contracts with The Council of State Governments to develop a compact for licensed professional counselors
- The Advisory Group was formed and began meeting

2020

- The Drafting Team began meeting
- Stakeholder Review for the draft legislation occurred
- The Drafting Team reconvened to consider public comments received during the stakeholder review
- The Advisory Group reconvened to review changes to the draft legislation
- Counseling Compact model legislation finalized and released to states for consideration of enactment

2021

- Two states join the compact

2022

- Fifteen more states join the compact
- Compact meets enactment threshold
- Compact Commission inaugural meeting held
- Legislative summit held for potential future member states

2023

- Monthly meetings of standing committees continue
- 12 additional states join the compact
- Legislative summit held for potential future member states
- Permanent secretariat hired
- Temporary legal counsel confirmed as permanent legal counsel
- Work begins on data system Request for Proposals (RFP)

2024

- A full-time Executive Director is hired
- Regular meetings of the standing committees continue
- Vendor is chosen to build the data system and work begins
- Eight states enact legislation to become member states

Status Update

At the end of the 2021 state legislative sessions, the Counseling Compact had just two member states. By the end of the 2022 state legislative sessions, the Counseling Compact had 17 member states, well exceeding the 10-state threshold for compact activation. The Compact now has 37 members, a map of which can be viewed on page 4.

In October of 2022, the Counseling Compact Commission convened for the first time. Since then, the Compact Commission has created three committees with standing monthly meetings (Executive, Finance, Rules), passed rules and bylaws, and drafted a budget. Without the hard work of member state representatives and Compact staff, the Commission would not have been able to make such progress.

As with starting any operation from scratch, the operationalization of the compact has taken time. The Compact is not yet fully implemented, as privileges to practice are not being issued. The data system is what will allow for the transmission of licensee information between states, so it is a critical component of the Compact. The Commission has entered into an agreement with the Audiology and Speech-Language Pathology Interstate Compact and Occupational Therapy Compact to formalize a database and reduce the burden of the costs to the individual compact to create the database and website. The Commission has also signed an MOU with the Council of State Governments to provide project management and tech review to the project.

Legislative Update and Map

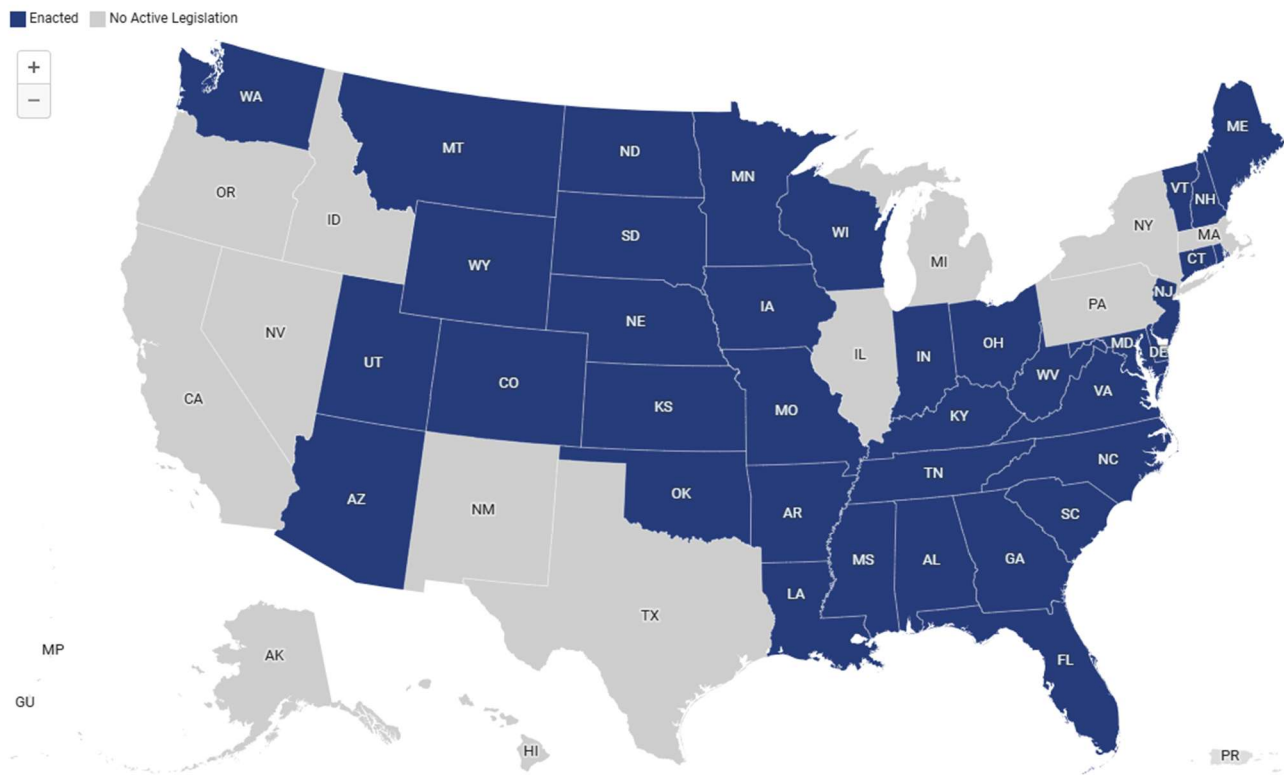
The American Counseling Association contracts with The Council of State Governments to provide education and outreach on the Counseling Compact.

By the end of the 2022 state legislative sessions, 17 states had enacted the Counseling Compact. By September 1, 2023, 30 states had enacted the Counseling Compact. As of July 1, 2024, 36 states had enacted the Counseling Compact. The states joining the compact in Fiscal Year 2024 were Minnesota, New Jersey, Rhode Island, South Carolina, South Dakota, Virginia, and Vermont.

The Counseling Compact will continue outreach to potential member states in future legislative sessions.

Below is a map that includes compact member states and states with pending compact legislation.

Counseling Compact Map



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Financial Report

This report was approved by the Finance Committee on January 8, 2025.

The Counseling Compact Commission (CCC) continues to be funded by professional counseling organizations. These organizations include the American Counseling Association (ACA) and the National Board for Certified Counselors (NBCC). Once the compact is fully functional and counselors are able to apply for privileges, revenue from compact privileges will also support compact operations.

Revenue

The American Counseling Association (ACA) agreed to provide up to \$1.2 million for three years. These funds are held by ACA and the Commission must submit invoices for its expenditures. The CCC is now in Year 2 of this funding.

The National Board for Certified Counselors (NBCC) agreed to provide \$150,000 to the Commission per year for three years in support of the startup costs and operational expenses of the Commission, payable in quarterly installments of \$37,500. In October 2023, the agreement was amended as NBCC agreed to provide an additional \$100,000 to assist with costs for the development of the data system.

The CCC bank account was established December 20, 2023, and routine deposits from ACA and NBCC have been made and have covered all CCC expenses.

The CCC is authorized to charge fees to compact member states, but it has not yet determined if there will be an annual state assessment fee. The CCC is also authorized to charge fees for issuing compact privileges and the Finance Committee voted in September 2024 to recommend a privilege fee model to present to the Executive Committee and Full Compact Commission for review and approval.

Expenditures

ACA and NBCC continue to cover all expenses incurred by the CCC. This arrangement remains in place until such time that agreed upon funds have been utilized and the CCC is able to become self-sustaining through collected privilege to practice fees.

During this fiscal year, the CCC contracted with CLEAR Association Management Services (CAMS) to provide secretariat services and assist the commission with administrative functions. Additionally, in January 2024 the CCC hired its first Executive Director, Greg Searls, to provide direction to and carry out the daily functions of the organization.

Operational expenses include secretariat, legal and executive director services, as well as routine administrative fees including bank, website, office, travel, and annual meeting expenses.

The CCC, along with the Audiology & Speech-Language Pathology Interstate Compact and the

Occupational Therapy Licensure Compact entered into a joint partnership to share a back-bone database system to support all three compacts and mutually share expenses. In May 2024, a contractual agreement was entered into with InspiringApps to develop the database. The Council for State Governments (CSG) through an agreement with the Department of Defense funded the initial phases of the database development. The CCC and other participating compacts assumed the expenses of the database development in September 2024. CSG continues to assist by providing staffing for the product manager and IT lead for data system development, as well as work collaboratively with ACA to provide legislative support.

Additional Information

The budget, as approved by the Full Commission during the October meeting, is below. The budget is for Fiscal Year 25, which began on July 1, 2024.

Budget

Fiscal Year 2025 (July 2024-June 2025)

Expense Category	FY 2025 Budget	Notes
Staff Support		
Salaries and Benefits (Executive Director)	\$ 150,000.00	1FTE; FY 24 - 75% of year, FY 25 - 100%; Salary, taxes, health insurance, half-year retirement, CAMS admin fee,
Contractual Services (Secretariat)	\$ 129,265.00	CAMS Secretariat contract
Contractual Services (CSG - Interim Executive Director)	\$0.00	2024 ACA contract with CSG to provide interim services through Quarter 1; ACA will continue contract for legislative activities. No longer a CCC item.
Communications		
Technology Access (includes email and Zoom)	\$ 8,000.00	Microsoft 365 Business Premium estimated \$528/per user; Zoom Business Plus estimated \$500/year per user; cloud storage, etc. Tech support, possible website host and vendor change.
Website Maintenance and Hosting	\$ 5,000.00	2024 Transfer hosting to CAMS; Transfer from .org to .gov. 2025 Monthly maintenance fee for the web.
Database Maintenance and Hosting	\$ 50,000.00	This line is only for cloud/server hosting and ongoing database maintenance. FY25 anticipated with going live and issuing privileges.
Supplies and Equipment		
Office Supplies and Equipment	\$ 2,500.00	Includes non-recurring set up expenses for Secretariat and Executive Director (purchasing laptop, O365, etc.) Technology should be replaced every 3 years to avoid outdated technology and security issues.
Other Expenses		
Insurance (D&O policy for Commissioners)	\$ 10,000.00	Will need to add cyber coverage after database is operational. Liability is in place. Will need event insurance if not colocating with a CAMS event.
Legal Contractual Services (CSG)	\$ 75,000.00	2024 Estimate for 2nd-4th Quarter and include contract review from VedderPrice. 2025 per contract rate.
IT Contractual Services (for building out the database)	\$ 250,000.00	Expenses should decrease overtime as the database build is completed and it moves into ongoing maintenance. Funding through multiple sources for this item. ACA, NBCC directly to vendor. Other funds possible through DOD grant and HRSA

		grant but not paid from CCC account.
Annual Commission Meeting (conference hosting, travel, printing, etc.)	\$ 35,000.00	Need to include hybrid AV requirements; Will consider co-locating conference with additional conference; If not co-located will be much higher.
Staff Travel	\$ 25,000.00	Conferences, state visits, etc. Counsel to attend ABM.
Total Expenses	\$ 739,765.00	
Revenue Category		
Member Fees		
Licensee Compact Privilege Fees		For future use
State Member Fees		For future use
Late Renewal Fees	\$0.00	Per Nahale, the compact does not have the authority to charge this type of fee. States might be able to, but it would fall under state fees and not late fees.
Other Revenue		
ACA	\$539,765.00	Funding Associations; most funds are pass through per MOU.
NBCC	\$200,000.00	Funding Associations; additional one-time \$100,000 for database development which will be paid directly to vendor not CCC and is split equally in 2024 and 2025
Total Revenue	\$739,765.00	
Change to Fund Balance	\$ 0.00	Some amount of surplus can be held in checking and excess amounts can be moved to interest-bearing accounts (CDs, etc.)

Compact Rules, Bylaws, and Other Governance Documents

The Counseling Compact Commission approved several governance documents to help regulate the actions of the Commission. The model legislation provides the legal foundation and authority for the governance of the Compact and Compact Commission.

Approved Documents

Rule on Rulemaking

Rule on Definitions

Rule on Examination Requirements

Rule on Data System Reporting Requirements

Rule on Legacy Eligibility for Privilege to Practice

Rule on Implementation of Criminal Background Check

Copies of these documents can be found at <https://counselingcompact.gov/compact-commission/governance-documents/>.

Executive Committee

The Executive Committee is empowered to act on behalf of the Commission between Commission meetings, except for rulemaking or amendment of the Compact. The power of the Executive Committee to act on behalf of the Commission shall be subject to the Bylaws, Compact, or the Commission.

Executive Committee

Voting Members

- Jamie Doming, Chair
- Dr. Andrea Brooks, Vice Chair
- Kim Speakman, Treasurer
- Dr. Latofia Parker, Secretary
- Dr. Denauvo Robinson, Member at Large
- Brian Carnahan, Member at Large
- Ashley Irving, Member at Large

Ex-Officio Members (non-voting)

- Matt Grayson, AASCB
- Dr. Lynn Linde, ACA
- Dr. Beverly Smith, AMCHA
- Dr. Kylie Dotson-Blake, NBCC

The Executive Committee met eleven (11) times during fiscal year 24: September 13, 2023, October 20, 2023, November 8, 2023, November 29-30, 2023, December 14, 2023, January 4, 2024, February 7, 2024, March 6, 2024, April 3, 2024, May 1, 2024, and June 5, 2024.

Executive Committee Update

The priority of the Counseling Compact Commission's (hereinafter CCC) Executive Committee over the 2024 fiscal year are below:

- Hire an Executive Director
- Hire legal counsel
- Hire a Secretariat
- Contract a website/database vendor

During the first quarter of the year, the National Board of Certified Counselors (hereinafter NBCC) sponsored committee meetings in Nashville, Tennessee. At the first meeting of the fiscal year 2024, the Executive Committee was formally introduced to the Secretariat agency that would support the management goals of the commission. **CLEAR Association Management Services** (hereinafter CAMS) was proposed by the committee to provide managerial services to the CCC. The applications of eight potential candidates were reviewed. The committee held two interviews over consecutive days with the two chosen candidate's agency leadership. The Executive Committee negotiated the

contract with CAMS throughout Q1 and Q2.

The committee spent time discussing the efficiency in economies of scale if multiple commissions were to work congruently on the development of a database. At the first meeting of Q1, it was officially approved to seek partnership opportunities with other commissions that were also in the infancy stages of development to better fund the database and website project. The partnerships were developed with the Occupational Therapists Compact and the Speech Language Pathology Compact with support from legal counsel. The Memorandum of Understanding between the parties was developed and named the Tripartite Compact Commission Partnership.

During the first quarter of the fiscal year, the Chair and the Interim Director attended multiple training sessions and meetings with The Council for State Governments (hereinafter CSG) and U.S Digital Response (hereinafter USDR), both non-profit agencies seeking to offer support in developing a request for proposal (hereinafter RFP) regarding the licensure database. The RFP essentially provided the requirements for potential vendor candidates for the database project and the funding needed to build the database. There were multiple executive committee meetings to discuss and inquire about USDRs proposal regarding the need for additional funding and additional legal requirements for the potential vendors.

During the second quarter, the RFP for the website and licensure database was sent out nationwide. The data system RFP officially closed on November 20th, 2023, and received a total of three proposals. The top two proposals were interviewed in the third quarter by leadership from the Tripartite Compact Commission Partnership, CSG, and USDR.

At the end of the second quarter, CAMS evaluated nearly 60 candidates who applied for the Executive Director position. The top 15% of applicants, based on the approved rubric, were then reviewed by the executive committee. While in executive session, the committee was able to evaluate each of these candidates. Interviews were offered to the top considerations. Those interviews were held over two days on November 29th and 30th, 2023.

The committee later called a special meeting on December 18th, 2023, to review the compensation package for the top candidate. **Greg Searls**, formerly the Wyoming Compact Commissioner and Executive Director of the Wyoming Mental Health Professions Licensing Board, accepted the proposed offer. The agreement between CAMS and Mr. Searls was carried out on December 18th, 2023. He began the role as the Executive Director on January 3, 2024.

During the third quarter, the three agencies that offered proposals for the database project were interviewed over a two-day period. **Inspiring Apps**, located in Colorado, was the chosen agency to work with CSGs named project manager on the development of the database. The Executive Committee acknowledged and urged the need to use all resources of the Commission to increase the rate at which the Commission would be able to issue privileges. This remained a priority of the Executive Committee throughout the fiscal year. The committee worked actively during this period to review the newly hired Executive Director's coordination with the commission's constituents and the CCCs staff policies and procedures.

On February 16, 2024, the committee approved the interim legal counsel, **Nahale Kalfas**, to remain as permanent counsel. At the end of Q3, the committee received the election results for the officer

positions for Vice-Chair, Treasurer and member at Large.

Finally, during the fourth quarter, the executive committee actively reviewed proposed rules and budget recommendations for the full commission's consideration. Those are itemized within the Rules and Finance Committee reports. Meeting agendas, minutes, and other documents can be found at: <https://counselingcompact.gov/compact-commission/meetings-new/>

Finance Committee

The Finance Committee provides financial oversight and ensures the Commission is operating within its budget and is developing financial resources to achieve its purposes.

Finance Committee

Voting Members

- Kim Speakman (TN)—Commission Treasurer, Committee Chair
- Tom Black (GA)
- Susan Meyerle (NE)

Non-Voting Members

- Brian Carnahan (OH)
- Jamie Doming (LA)—Committee Ex-Officio, Commission Chair
- Foley Nash (LA)
- Dr. Latofia Parker (AL)

The Finance Committee met six (6) times during fiscal year 24: July 13, 2023, September 6, 2023, November 1, 2023, December 15, 2023, February 15, 2024, April 8, 2024.

The Finance Committee has met four (4) times in fiscal year 25: July 10, 2024, August 14, 2024, September 11, 2024, and November 13, 2024. The Committee plans to continue to meet the second Wednesday of each month.

Meeting agendas, minutes, and other documents can be found at:

<https://counselingcompact.gov/compact-commission/meetings-new/>

Rules Committee

The Rules Committee develops compact rules, bylaw amendments, and policies for consideration by the Commission and for implementation by the states. It also reviews existing rules and recommends changes to the Commission.

Voting Members

- Dr. Andrea Brooks (KY) - Chair
- Tony Onorato (WV)
- LeeAnn Mordecai (MS)
- Justin Moore (AR)
- Gloria Lindsey (MO)

Non-Voting Members

- Dr. Denauvo Robinson (NC)
- Angie Smith (GA)
- Ashleigh Irving (FL)

Rules Committee Meetings:

The Rules Committee usually meets on the fourth Thursday of each month. During Fiscal Year 2024, meetings were held virtually on the following dates:

July 26, 2023

August 23, 2023

October 18, 2023

November 15, 2023

January 24, 2024

February 22, 2024

March 28, 2024

April 25, 2024

June 27, 2024

Rule Committee Chair Change:

In May of 2024, Nate Brown, who had served as the Chair since April 2023, announced his resignation from the Committee due to a job change. Dr. Andrea Brooks was named Interim Chair in July 2024 and sought an exemption from the Executive Committee to be appointed as the Chair since she was also a member of the Executive Committee. The Bylaws required the exemption under Article VI, Section 1, 2.3.

Rules Committee Documents

The Rules Committee approved the following documents:

- Proposed Draft Rule on Data System Reporting Requirements (November 15, 2023)
- Proposed Draft Rule on Criminal Background Check (February 22, 2024)
- Proposed Draft Rule on Legacy Licensing (April 25, 2024)

All documents were forwarded to the Executive Committee for approval. Rules were forwarded from the Executive Committee to the full Commission for consideration.

Meeting agendas, minutes, and other documents, including documents for meetings held after Rules Committee approval of this document, can be found at:

<https://counselingcompact.gov/compact-commission/meetings-new/>

Compliance Committee

The Compliance Committee is established to monitor a member state's compliance with the terms of the Compact and its authorized rules.

Compliance Committee Report

The Compliance Committee was appointed at the end of fiscal year 2024 and has started meeting. The Committee has heard from several other compacts regarding their efforts for compliance of the member states. This Committee is working towards developing its own documents and checklists to help guide the member states.

Compliance Committee

Voting Members

- Dr. Johnie Fredman (OK)- Chair
- Justin Moore (AR)
- Dr. Amy Mooney (IA)
- Carol Staben Burroughs (MT)

Non-Voting Members

- Hannah Coyt (KY)
- Tonya Schaeffer (OH)
- Laura Fazio-Griffith (LA)
- Cheryl Henry (WV)
- Dr. Lisa Connors (MD)
- Kim Speakman (TN)
- Dr. Denauvo Robinson (ND)

Meetings:

No meetings were held in FY 2024

Meeting agendas, minutes, and other documents can be found at:
<https://counselingcompact.gov/compact-commission/meetings-new/>

ANNUAL IMPACT REPORT

Counseling Compact Commission



CAMS recognizes and appreciates the history and mission each client brings to the table. It's that exact appreciation that equips us to help our clients achieve their organization's vision and goals.

SCOPE OF WORK	DETAILS	DELIVERABLES
General & Administrative	Facilities, staffing, operations	<ul style="list-style-type: none"> HQ office Team of specialists Human Resource management Record maintenance Commission support
Financial & Corporate Business	Monitor financial performance	<ul style="list-style-type: none"> Manage accounts payable/receivable Reconcile monthly statements Develop budget with Treasurer Secure filing services / prepare audit reports Provide sound fiscal management program
Governance	Planning, Commission Meetings, Governance, Standing Committees	<ul style="list-style-type: none"> Strategic planning and implementation Prepare meeting agendas, minutes, reports, post notices, post approved minutes Prepare draft rules and ensure rulemaking procedures are followed, including public comment processes Monitor regulatory compliance
Data System	Planning, Project management	<ul style="list-style-type: none"> Vendor selection & contract negotiations Project management and collaboration Determine user stories & test users Perform test functionality & provide feedback
Communications	Development & Outreach	<ul style="list-style-type: none"> Develop reporting & communication templates Manage website Promote & expand the CCC's presence Maintain & monitor email service Develop proposals Give presentations, attend conferences, provide education Manage external stakeholder relationships

Staff Acknowledgements

General & Administrative	Financial & Corporate Business	Operations	Data System	Communications
Julie Winsor Jodie Markey Adam Parfitt Veronica Given Greg Searls	Julie Winsor Veronica Given Greg Searls	Julie Winsor Jodie Markey Veronica Given Greg Searls	Veronica Given Greg Searls In collaboration with the JCC	Amanda Vance Ashley Peterson Greg Searls



Summary of Secretariat Services Provided to the Counselling Compact Commission During FY 2024

As the Commission's dedicated provider of secretariat services, CAMS provided the following comprehensive support during the 2024 calendar year to support the Commission's organizational needs and to ensure smooth operations:

1. **Personnel Recruitment and Onboarding:**
 - Successfully hired an Executive Director to provide strategic leadership and oversight.
 - Recruited and onboarded a Program Coordinator to support operational and programmatic activities.
2. **Technology and Systems Setup:**
 - Implemented QuickBooks for financial management and reporting.
 - Set up email accounts, technology platforms, and relevant software to enhance efficiency and communication.
3. **Financial Management:**
 - Administered bi-weekly payroll services for CCC staff members.
 - Conducted monthly accounting, including Accounts Payable (A/P), Accounts Receivable (A/R), and financial reporting.
 - Assisted in budget preparation to align with organizational goals.
4. **Event and Meeting Support:**
 - Designed and created professional graphics for meetings and the Annual Business Meeting (ABM).
 - Provided planning assistance for the ABM to ensure a successful and well-organized event.
5. **Website and Digital Analytics:**
 - Monitored and analyzed website performance to provide insights for improving engagement and usability.
6. **Human Resources, Benefits, and Payroll Services:**
 - Delivered comprehensive HR support, including payroll processing and benefits administration.
7. **Administrative and Operational Support:**
 - Facilitated the setup of a new bank account to streamline financial operations.
 - Assisted in procuring insurance policies to safeguard the organization's interests.
 - Provided IT support services to address technical challenges and maintain operational continuity.

These services were aimed at enhancing your association's operational effectiveness and supporting its long-term goals. CAMS appreciates the opportunity to serve as your trusted management partner and looks forward to continuing our collaboration in 2025.

Commission Delegates*

*as of December 31, 2024

Alabama	Dr. Latofia Parker
Arizona	Tobi Zavala
Arkansas	Justin Moore
Colorado	Reina Sbarbaro-Gordon
Connecticut	Christian D. Andresen
Delaware	Alison Warren
Florida	Ashleigh Irving
Georgia	Tommy Black
Indiana	Kimble Richardson
Iowa	Dr. Amy Mooney
Kansas	Laura Shaughnessy
Kentucky	Dr. Andrea Brooks
Louisiana	Jamie S. Doming
Maine	Ellen Grunblatt
Maryland	Dr. Lisa Connors
Minnesota	Samantha Streholo
Mississippi	LeeAnn Mordecai
Missouri	Gloria Lindsey
Montana	Carol Staben Burroughs
Nebraska	Dr. Susan Meyerle
New Hampshire	Bethany Cottrell
New Jersey	Milagros Collazo
North Carolina	Dr. Denauvo Robinson
North Dakota	Lisa Holter
Ohio	Brian Carnahan
Oklahoma	Dr. Johnie Fredman
Rhode Island	Donna Valletta
South Carolina	Dr. Jennifer Jordan
South Dakota	Jennifer Stalley
Tennessee	Kimberly Speakman
Utah	Jana Johansen
Vermont	Jennifer Colin
Virginia	Jaime Hoyle
Washington	Lana Crawford
West Virginia	Tony Onorato
Wisconsin	Dr. Tim Strait
Wyoming	Carlos Gomez