



Unified Carrier Registration Plan
Education & Training Subcommittee
Meeting Minutes

February 20, 2020
Teleconference

UNIFIED CARRIER REGISTRATION PLAN

Education and Training Subcommittee Meeting

MINUTES

I. Call to Order

The Executive Director called the meeting to order and confirmed a quorum.

II. Verification of Publication of Meeting Notice

The Executive Director verified that the meeting notice was published on the UCR Website and distributed to the UCR contact list on February 12 and published in the *Federal Register* on February 18 (Vol. 85; No. 32).

III. Approval of Minutes from January 27, 2020 Meeting

The Operations Manager reported that minutes from the January 27 Subcommittee meeting are being drafted and will be ready for review for the March 19 meeting.

IV. Proposal for Education Modules

The Technology Director reviewed a proposal to develop each of the three education modules (Enforcement, UCR 101, and National Registration System), including format and budget.

Following discussion, a MOTION was MADE and SECONDED to approve Option #2 at \$18,000 per module. THE MOTION CARRIED.

V. Role of Subcommittee in Development of Modules

The Technology Director led a discussion on the need to identify subject matter experts for each module. The Executive Director called for volunteers and after some discussion, approved Toby Piquet for NRS, Jennifer Morgan for UCR 101 and Bill Debord for Enforcement.

VI. Planning for Education Sessions at NCSTS Summer Meeting

The Executive Director reported that in addition to debuting each training module, sessions scheduled for June 2020 in Portland will include interactive question-and-answer periods.

VII. Other Items

The Technology Director reported that content developed for the Enforcement module over the next few months will be available for use in a PowerPoint presentation at the CVSA workshop in April 2020.

VIII. Adjourn

The Executive Director adjourned the meeting.