



Unified Carrier Registration Plan
Education and Training Subcommittee
Meeting Minutes

April 16, 2020
Teleconference

**UNIFIED CARRIER REGISTRATION PLAN
Education and Training Subcommittee Meeting**

April 16, 2020 MEETING MINUTES
OPEN TO THE PUBLIC

I. Call to Order

The Subcommittee Chair called the meeting to order and confirmed the presence of a quorum.

II. Verification of Publication of Meeting Notice – UCR Executive Director

The UCR Executive Director verified that public notice of the meeting was published on the UCR Website and distributed to the UCR contact list on April 8, 2020 and then published in the *Federal Register* on April 10, 2020 (Vol. 85, No. 70)

III. Review and Approval of Subcommittee Agenda

The Subcommittee Chair called for approval of the proposed agenda for this Subcommittee meeting. Following discussion, A MOTION was MADE and SECONDED to approve the agenda. THE MOTION CARRIED.

IV. Approval of Minutes from January 27 and March 19, 2020 Meetings

The UCR Operations Manager called for the minutes from the January 27, 2020 Education and Training Subcommittee meeting in San Antonio, TX to be approved. Following discussion, A MOTION was MADE and SECONDED to approve the minutes. THE MOTION CARRIED.

The UCR Operations Manager called for the minutes from the March 19, 2020 Education and Training Subcommittee meeting via teleconference to be approved. Following discussion, A MOTION was MADE and SECONDED to approve the minutes. THE MOTION CARRIED.

V. Update on Education Modules

The UCR Technology Director provided an update on the development of each of the three education and training modules (Enforcement, UCR 101, and National Registration System), noting that all remain on track for a June 2020 debut.

VI. Role of Subcommittee in Development of Modules

The UCR Technology Director answered questions about the development process and requested that the Subcommittee members review and submit comments on all scripts and visuals received to date as soon as possible.

VII. Planning for Education Sessions at June Meeting

The Executive Director reported that the 2020 NCSTS Annual Conference in Portland, OR has been cancelled, and therefore the live UCR training sessions scheduled for June 8, 2020 are being converted to webinar format. The next Education and Training Subcommittee meeting is scheduled for May 14, 2020.

VIII. Other Items

The Subcommittee Chair called for any other items committee members would like to discuss. There were no further items for discussion.

IX. Adjournment

The Subcommittee Chair adjourned the meeting.