



## **Unified Carrier Registration Plan Education and Training Subcommittee Meeting**

December 17, 2020  
Noon – 2:00 p.m. ET

### **Subcommittee Members Present**

**Carol Fallin, Subcommittee Chair**  
**Sandy Bowling, Subcommittee Vice Chair**

Matthew Perkinson

**Kacy Dunn**

Jessica Kines

**Jessica Barnes**

Tamara Young

Jennifer Morgan

**Brian Pederson**

Brenda Hassler

Scott Morris

Bill Debord

Crystal Stevens

**UNIFIED CARRIER REGISTRATION PLAN  
EDUCATION AND TRAINING SUBCOMMITTEE MEETING**

**Minutes**

- I. Call to Order** – Carol Fallin, Subcommittee Chair  
The Subcommittee Chair welcomed attendees and called the meeting to order at 12:00 pm ET. Roll was called for the Subcommittee and a quorum was present. Chair also facilitated self-introduction of the states.
- II. Verification of Publication of Meeting Notice** – Avelino Gutierrez, UCR Executive Director  
The UCR Executive Director verified he publication of the meeting notice on the UCR website and distribution to the UCR contact list via e-mail followed on December 8, 2020, followed by the subsequent publication of the notice in the *Federal Register* Notice Vol 85, No. 240 on December 14, 2020.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – Carol Fallin, Subcommittee Chair  
The Subcommittee Agenda was reviewed, and the Subcommittee considered for adoption.  
  
A MOTION was MADE and SECONDED to approve the proposed agenda for the December meeting. The MOTION CARRIED.
- IV. Review and Approval of Minutes from the November 19, 2020 Meeting** – Carol Fallin, Subcommittee Chair  
Draft minutes from the November 19, 2020 Subcommittee meeting via teleconference was reviewed. The Subcommittee considered action to approve.  
  
A MOTION was MADE and SECONDED to approve the meeting minutes from November 19, 2020 Education and Training Subcommittee Meeting. The MOTION CARRIED.
- V. Audit Module Development Discussion with the Education and Training Subcommittee** – Lori Cummings and Tom Gooding, UCR Operations Director and UCR Technology Director  
The Subcommittee discussed and provided updates on development of the Audit Module.
- VI. Decision Tree Development Discussion with the Education and Training Subcommittee** — Lori Cummings and Tom Gooding, UCR Operations Director and UCR Technology Director  
The Subcommittee discussed and provided input and comments on the development of the Decision Tree Widget. The final project will be sent to the Subcommittee at the beginning of January and it will be deployed with the new website later that
- VII. Other Items** – Carol Fallin, Subcommittee Chair  
The Subcommittee Chair called for any other items committee members would like to discuss.  
  
Avelino Gutierrez discussed the Permitting Service Module being developed by Seikosoftware. On the February 4 Subcommittee Call, a motion will be made to approve the development of a training module for the new tool, describing responsibilities, expectations, and benefits to become a Permitting Service through NRS.

**VIII. Adjournment** – Carol Fallin, Subcommittee Chair  
The Subcommittee Chair adjourned the meeting at 12:43 pm ET.