



Unified Carrier Registration Plan Education and Training Subcommittee Meeting

March 18, 2021

Noon – 2:00 p.m. ET

Subcommittee Members in Attendance:

Carol Fallin, Subcommittee Chair

Jessica Kines, Subcommittee Vice-Chair

Matthew Perkinson

Kacy Dunn

Tamara Young

Jennifer Morgan

Brian Pederson

Brenda Hassler

Bill Debord

Crystal Stevens

Absent Subcommittee Members:

Jessica Barnes, Scott Morris

States in Attendance:

AL, GA, KS, MA, ME, MI, NM, ND, OK, PA, TX, WA, WI

Others in Attendance:

UCR: Elizabeth Leaman, Suzanne Stillwell, Mike Hoeme

AAG3: Avelino Gutierrez (Executive Director)

Seikosoftware: Lori Lefai, Toby Piquet

Kellen Company: Daniel Choppa, Lori Cummings, Dave Scholz, Katherine Thurmond, Matt Mantione, Tom Gooding

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

MINUTES

- I. Call to Order** – Carol Fallin, Education and Training Subcommittee Chair
Carol Fallin welcomed attendees, called the meeting to order at 12:00pm ET, called roll for the Subcommittee, confirmed a quorum was present, and facilitated self-introductions.
- II. Verification of Publication of Meeting Notice** – UCR Executive Director
The UCR Executive Director verified the publication of the meeting notice on the UCR website and distribution to the UCR contact list via e-mail on Tuesday, February 2 followed by the subsequent publication of the agenda in the *Federal Register on Wednesday March 17* in vol. 86, No, 50 page 14685.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – Subcommittee Chair
The Subcommittee Agenda was reviewed, and the Subcommittee took action to adopt it.

A MOTION was MADE and SECONDED to adopt the proposed agenda. The MOTION CARRIED.
- IV. Review and Approval of Minutes from the February 4, 2021 Meeting** – Subcommittee Chair
Draft minutes from the February 4, 2021 Subcommittee meeting via teleconference were reviewed. The Subcommittee took action to approve.

A MOTION was MADE and SECONDED to approve the minutes of the February 4 Education and Training Subcommittee Meeting. The MOTION CARRIED.
- V. Audit Module Development Discussion with the Education and Training Subcommittee** – Lori Cummings, UCR Operations Director
Lori Cummings presented the script for Audit Module 2 to the Subcommittee and requested comments and edits. The Subcommittee discussed and provided updates and edits on development of the Audit Module.

Tamara Young raised concerns regarding the language surrounding the definition of “Commercial Motor Vehicle” and presented discrepancies between the UCR Handbook and the FMCSA guidance. Mike Hoeme noted that the module definition needs to be based on the code provided within the UCR Act. Mr. Hoeme also stated that he would be willing to investigate updating the UCR Handbook to match the required code. If the Board adopts the new handbook language, UCR Staff will update the Audit Module 2 script to match those changes.
- VI. Other Items** – Carol Fallin, Subcommittee Chair
Carol Fallin called for any other items Subcommittee members would like to discuss.
- VII. Adjournment** – Subcommittee Chair
The Subcommittee Chair adjourned the meeting at 12:53pm ET.