



Unified Carrier Registration Plan Education and Training Subcommittee Meeting

May 21, 2021

Subcommittee Members

Carol Fallin, Subcommittee Chair

Jessica Kines, Subcommittee Vice-Chair

Kacy Dunn

Tamara Young

Jennifer Morgan

Brenda Hassler

Scott Morris

Bill Debord

Crystal Stevens

Absent Subcommittee Members

Matthew Perkinson, Jessica Barnes, Brian Pederson

States in Attendance:

AL, AK, IL, KS, KY, LA, MA, MI, MN, ND, NM, OH, OK, TX, WA

Others in Attendance:

UCR: Alex Leath

Kellen: Lori Cummings, Daniel Choppa, Dave Scholz, Jess Ku, Katherine Thurmond

Seikosoftware: Toby Piquet, Lori Lefai

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

MINUTES

- I. Call to Order** – Subcommittee Chair
The Subcommittee Chair 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 May 13, followed by the subsequent publication of the notice in the *Federal Register* on May 19, in vol. 86, no. 95, on pg. 27143.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – Subcommittee Chair
The Agenda was reviewed, and the Subcommittee took action to adopt the agenda.

A MOTION was MADE and SECONDED to approve the agenda for the May 21 Education and Training Subcommittee Meeting. The MOTION CARRIED.
- IV. Review and Approval of Subcommittee Minutes from the April 29, 2021 Meeting** – Subcommittee Chair
Draft minutes from the April 29, 2021 Subcommittee meeting via teleconference were reviewed. The Subcommittee took action to approve.

A MOTION was MADE and SECONDED to approve the minutes from the April 29 Education and Training Subcommittee Meeting. The MOTION CARRIED.
- V. Audit Module Development Discussion with the Education and Training Subcommittee** – UCR Operations Director
The Subcommittee discussed and provided updates on development of the Audit Module. The Subcommittee took action to approve the Audit Module for posting on the Education and Training Center on the UCR Plan website.

A MOTION was MADE and SECONDED to approve the Audit Module Script as presented. The MOTION CARRIED.
- VI. Other Business** – Subcommittee Chair
The Subcommittee Chair called for any other items Subcommittee members would like to discuss. There was no other business brought before the Subcommittee.
- VII. Adjournment** – Subcommittee Chair
The Subcommittee Chair adjourned the meeting at 12:16pm ET.