



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

July 22, 2021

Subcommittee Members

Carol Fallin, Subcommittee Chair

Jessica Kines, Subcommittee Vice-Chair

Brenda Hassler

Bill Debord

Crystal Stevens

Matthew Perkinson

Absent Subcommittee Members

Kacy Dunn

Tamara Young

Jennifer Morgan

Scott Morris

Brian Pederson

States in Attendance:

AK, IL, IN, KS, KY, MI, MN, OK, SD, TX, WA

Others in Attendance:

UCR: Alex Leath, Avelino Gutierrez

Kellen: Matt Mantione, Tom Lawrence, Jess Ku, Dave Scholz, 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 12:02PM 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 July 15, followed by the subsequent publication of the notice in the *Federal Register* on July 21, in vol. 86, no. 137, on pg. 38530.
- 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 July 22 Education and Training Subcommittee Meeting. The MOTION CARRIED.
- IV. Review and Approval of Subcommittee Minutes from the May 21, 2021 Meeting – Subcommittee Chair**
Draft minutes from the May 21, 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 May 21, 2021 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 video for review and posting on the Education and Training Center on the UCR Plan website. The MOTION CARRIED.
- VI. Other Business – Subcommittee Chair**
The Subcommittee Chair called for any other items Subcommittee members would like to discuss.
The UCR Executive Director notified the Subcommittee members that the 2022 meeting schedule will be reviewed at the August 12 Board Meeting and will be distributed to all Subcommittee members and posted on the UCR Plan website. It was also noted that the next Education & Training Subcommittee meeting will be held on August 26, 2021 via teleconference.

VII. Adjournment – Subcommittee Chair
The Subcommittee Chair adjourned the meeting at 12:45PM ET.