



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

August 26, 2021

Subcommittee Members

Carol Fallin, Subcommittee Chair

Jessica Kines, Subcommittee Vice-Chair

Matthew Perkinson

Tamara Young

Jennifer Morgan

Brenda Hassler

Scott Morris

Bill Debord

Crystal Stevens

Absent Subcommittee Members

Kacy Dunn

Brian Pederson

States in Attendance:

AL, GA, IN, KS, LA, MI, MN, NH, ND, OH, OK, WA

Others in Attendance:

UCR: Avelino Gutierrez

Kellen: Lori Cummings, Jess Ku, Dave Scholz, Matt Mantione

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 August 18, followed by the subsequent publication of the notice in the *Federal Register* on August 23, in vol. 86, no. 160, on pg. 47274.

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, 2021 Education and Training Subcommittee Meeting. The MOTION CARRIED.

IV. Review and Approval of Subcommittee Minutes from the July 22, 2021 Meeting – Subcommittee Chair

Draft minutes from the July 22, 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 July 22, 2021 Education and Training Subcommittee Meeting. The MOTION CARRIED.

V. Update of Changes Made to the Audit Module Approved at the July 22, 2021 Meeting – UCR Operations Director

The UCR Operations Director updated the Subcommittee on the changes made to the Audit Module approved at the July 22, 2021 Subcommittee meeting. The following edits were requested:

- For acronyms, spell out the letter and follow up with “also known as” for MCMIS and IFTA
- Update the images for the IRP Data Repository to not use the clearinghouse

Action: Ensure edits are incorporated

VI. New Module Development Discussion and Possible Approval – Subcommittee Chair and UCR Operations Director

The Subcommittee discussed possible subject matter for new module development. The subcommittee took action to approve new module development.

A MOTION was MADE and SECONDED to approve the priority, roadside enforcement and roadside officers, in person enforcement training at CVSA, and FAR’s modules as new module developments. The MOTION CARRIED.

Action: Begin the development of all new modules starting with the in-person enforcement training working with Fallin, Gutierrez, Morris, DeBord, and Young.

VII. Other Business – Subcommittee Chair

The Subcommittee chair called for any other items Subcommittee members would like to discuss. It was suggested that the Subcommittee be surveyed to determine any travel restrictions currently in place.

VIII. Adjournment – Subcommittee Chair

The Subcommittee Chair adjourned the meeting at 12:55pm.