



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

June 23, 2022

## **Subcommittee Members**

**Carol Fallin, Subcommittee Chair**

Jessica Kines, Subcommittee Vice Chair

Crystal Stevens

Tamara Young

Bill Debord

Jennifer Morgan

Brenda Hassler

## **Absent Subcommittee Members**

Brian Pederson

## **States in Attendance:**

AL, GA, IA, KS, KY, MA, MI, ND, OK, PA, SD, VA, WA

## **Others in Attendance:**

UCR: Avelino Gutierrez, Alex Leath

Kellen: Matt Mantione, Tom Lawrence, Dave Scholz, Jess Ku

SeikoSoft: 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 June 15, 2022, followed by the subsequent publication of the notice in the *Federal Register* on June 21, 2022, in vol. 87, no. 118 on pg. 36917.
- 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 June 23, 2022, Education and Training Subcommittee Meeting. The MOTION CARRIED.
- IV. Review and Approval of Subcommittee Minutes from the May 12, 2022 Meeting** – Subcommittee Chair  
Draft minutes from the May 12, 2022 Subcommittee meeting were reviewed. The Subcommittee took action to approve.  
  
A MOTION was MADE and SECONDED to approve the minutes from the May 12, 2022 Education and Training Subcommittee Meeting. The MOTION CARRIED.
- V. Roadside Enforcement Module Video Update** – Subcommittee Chair  
The UCR Chief Staff Executive provided an update on the Roadside Enforcement Module that describes the steps a roadside law enforcement officer would use to enforce UCR.
- VI. UCR Education and E-Certificate Strategy** – Subcommittee Chair  
The UCR Chief Staff Executive discussed the UCR E-Certificate with module completion. Each member was requested to provide three Yes/No questions based on assigned section of the UCR Audit Training Module. The list assignments are provided below:  
  1. What Makes A Successful UCR Audit Program? – Crystal Stevens
  2. What Makes an Effective UCR Auditor? – Bill Debord
  3. State Audit Requirements – Carol Fallin
  4. Enforcement – Jessica Kines
  5. Audit Tools and Resources – Jennifer Morgan
  6. Who Should Watch This Training? – Tamara Young
- VII. UCR Volunteer Training Module** – Subcommittee Chair  
The UCR Chief Staff Executive discussed the UCR Volunteer Training Module.
- VIII. Other Business** – Subcommittee Chair

The Subcommittee Chair called for any other items Subcommittee members would like to discuss. The Executive Director informed Subcommittee members that the next meeting is August 18, 2022 via teleconference.

**IX. Adjournment** – Subcommittee Chair  
The Subcommittee Chair adjourned the meeting at 12:20pm ET.