



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

**February 16, 2023  
12:00 PM – 3:00 PM Eastern Time**

**Zoom Meeting and Screenshare**

Meeting URL:

<https://kellen.zoom.us/join/91229428303>

Phone Numbers: +1 929 205 6099 / +1 669 900 6833

Meeting ID: **912 2942 8303**

### **Subcommittee Members:**

**Carol Fallin, Chair**  
**Crystal Stevens, Vice-Chair**  
William Debord  
Brenda Hassler  
Jessica Kines  
Jennifer Morgan  
Brian Pederson

**UNIFIED CARRIER REGISTRATION PLAN  
EDUCATION AND TRAINING SUBCOMMITTEE MEETING  
February 16, 2023**

**PROPOSED AGENDA**

- I. Call to Order** – UCR Education and Training Subcommittee Chair  
The Subcommittee Chair will welcome attendees, call the meeting to order, call roll for the Subcommittee, confirm whether a quorum is present, and facilitate self-introductions.
- II. Verification of Publication of Meeting Notice** – UCR Executive Director  
The UCR Executive Director will verify the publication of the meeting notice on the UCR website and distribution to the UCR contact list via e-mail followed by the subsequent publication of the notice in the *Federal Register*.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – UCR Education and Training Subcommittee Chair  
*For Discussion and Possible Subcommittee Action*  
The Subcommittee Agenda will be reviewed, and the Subcommittee will consider adoption.  
  
Ground Rules
  - Subcommittee action only to be taken in designated areas on agenda
- IV. Review and Approval of Subcommittee Minutes from the December 8, 2022 Subcommittee Meeting** – UCR Education and Training Subcommittee Chair  
*For Discussion and Possible Subcommittee Action*  
Draft minutes from the December 8, 2022, Subcommittee meeting will be reviewed. The Subcommittee will consider action to approve.
- V. Audit 2 Module** – UCR Education and Training Subcommittee Chair  
The Subcommittee will review assigned questions from the Audit Training 2 video modules to ensure accuracy of updates to the modules.
- VI. State Auditor Onboarding Letter** - UCR Education and Training Subcommittee Chair  
The Subcommittee Chair will review a draft version and seek comments.
- VII. Agency Head Brochure** - UCR Education and Training Subcommittee Chair  
The Subcommittee Chair will review a draft version and seek comments.
- VIII. Module Development** - UCR Education and Training Subcommittee Chair  
The Subcommittee will identify key reports generated in the NRS system for module consideration.
- IX. Other Business** – UCR Education and Training Subcommittee Chair  
The Subcommittee Chair will call for any other items Subcommittee members would like to discuss.
- X. Adjournment** – UCR Education and Training Subcommittee Chair  
The Subcommittee Chair will adjourn the meeting.