



## UNIFIED CARRIER REGISTRATION PLAN

### Sunshine Act Meeting Notice; Unified Carrier Registration Plan Board Subcommittee Meeting

**TIME AND DATE:** February 4, 2021, from Noon to 2:00 p.m., Eastern time.

**PLACE:** This meeting will be accessible via conference call and via Zoom Meeting and Screenshare. Any interested person may call (i) 1-929-205-6099 (US Toll) or 1-669-900-6833 (US Toll) or (ii) 1-877-853-5247 (US Toll Free) or 1-888-788-0099 (US Toll Free), Meeting ID: 988 1565 4454, to listen and participate in this meeting. The website to participate via Zoom Meeting and Screenshare is <https://kellen.zoom.us/j/98815654454>.

**STATUS:** This meeting will be open to the public.

**MATTERS TO BE CONSIDERED:** The Unified Carrier Registration Plan Education and Training Subcommittee (the "Subcommittee") will continue its work in developing and implementing the Unified Carrier Registration Plan and Agreement. The subject matter of this meeting will include:

#### Proposed Agenda

**I. Call to Order – 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 – 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 Minutes from the December 17, 2020 Meeting –**  
Subcommittee Chair

*For Discussion and Possible Subcommittee Action*

Draft minutes from the December 17, 2020 Subcommittee meeting via teleconference will be reviewed. The Subcommittee will consider action to approve.

**V. Audit Module Development Discussion with the Education and Training Subcommittee –**  
UCR Operations Director

The Subcommittee will discuss and provide updates on development of the Audit Module.

**VI. Discussion of the Audit Module Subject Matter Expert Interview – UCR**  
Depository Manager

The Subcommittee will discuss and provide comments on the interviews conducted with Audit subject matter experts.

**VII. Other Items – Subcommittee Chair**

The Subcommittee Chair will call for any other items the committee members would like to discuss.

**VIII. Adjournment – Subcommittee Chair**

The Subcommittee Chair will adjourn the meeting.

The agenda will be available no later than 5:00 p.m. Eastern time, January 28, 2021 at:

<https://plan.ucr.gov>.

**CONTACT PERSON FOR MORE INFORMATION:** Elizabeth Leaman, Chair, Unified

Carrier Registration Plan Board of Directors, (617) 305-3783, [eleaman@board.ucr.gov](mailto:eleaman@board.ucr.gov).

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Alex B. Leath,  
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