



**MTCA EDUCATION COMMITTEE
FEBRUARY 24, 2023 @ 8:30 AM
ZOOM: 837-2954-9690**

Present: Chairperson Trudy Reid & Danielle Sicard 2nd VP

**Committee Members: Amy Akell, Bridget Rodrique, Laurie Becker, Amy Warfield,
Mary de Alderete, Jayne Marie Davolio**

Absent : Kaari Mai Tari, Vice-Chair Person, Lynn Kelley, KC Kato

The meeting began at 8:31 AM.

1. Review Minutes: 6-24-2022, 7-7-2022-7-26-2022-10-14-2022 and 11-21-2022

Mary made a motion to approve all sets of minutes, second by Jayne, all voted in favor-unanimous.

2. Recap Devens 2023: Feedback was positive. Great timing, great courses, one of the most attended conferences in the past year. One comment can breaks be staggered due to confined space with the vendors and break refreshments. Discussion on staggered breaks held for another meeting.

3. Committee Roles: Few quick changes on capitalization in the document of Communications Liaison. Trudy will contact Kaari and have a discussion on the roles of IIMC Class Coordinator and the evaluations.

Mary made a motion to accept the document of Committee Roles unless amended by Kaari. 2nd by Amy Warfield, all voted in favor- unanimous.

4. Discuss classes for Plymouth: The committee had great discussions about what classes will be held for Plymouth.

Topic of the conference: Clerks for Clerks: Everything other than Elections

Line up: Wednesday Possible all-day Athenian: Assigned to Mary

Wednesday afternoon Lauren Goldberg 1st Amendment and Techniques for difficult transactions. Assigned to Amy Akell

Thursday AM:

Vitals 101 & Home Birth: Assigned to Laurie

Records Retention and Management: Assigned to Bridget

Make the Most of the off-Election Year: Assigned to Trudy - Instructor Danielle

Thursday PM:

Vitals 101 & Home Birth

MGL-CMR- Obscure Laws: Assigned to Amy Warfield

Friday AM:

Release of the New VRIS System & State Ethics /COI: Assigned to Trudy

Meeting ended @ 9:54 AM Submitted: Jayne Marie Davolio