



# Recruitment, Retention, Human Resource Committee

CHAIRMAN: Vacant  
TCA STAFF LIAISONS: Elizabeth Nicholson, Director of Education & Training

## AGENDA:

MEETING DATE: Wednesday, September 11, 2024  
TIME: 8:00 A.M. – 8:30 A.M.  
PLACE: The Royal Sonesta, Washington, D.C.

- I. **Call to Order, Welcome, Review Antitrust Guidelines**
- II. **Approval of Minutes**  
*Minutes from March 2024 Annual Conference were approved.*
- III. **Recruitment, Retention, and Human Resources Committee**
  - i. **TCA Elite Fleet – Update**  
*Zander Gambill updated the committee and guests on the background, execution, and timeline for the TCA Elite Fleet nominations and announcements.*
  - ii. **Education Sub-Committee – Update**  
*Elizabeth Nicholson informed the committee that finding a committee chair is 1<sup>st</sup> priority since the position is vacant at this time. Jim Ward explained in more detail that Ashley Kordish had to resign as committee chair due to time commitment.*  
  
*Elizabeth explained that she and the new chair will sit down to discuss the committee priorities and the creation of committee sub-committees and workgroups.*
- IV. **Education Engagement Report**
  - i. **Certificate Participation**  
*Elizabeth reminded the committee on the three different certificate pathways TCA offers and the 150 on-demand courses that support certificate completion.*  
  
*Elizabeth has completed an education portfolio to help decide which educational content needs refreshing and which ones needs to be expired.*  
  
*Elizabeth announced a goal to increase participation and certificate completion by 100% over the next year.*
  - ii. **Driver Dispatch Module**  
*Elizabeth reported that the numbers on enrollees and completions look positive since the launch of the module. In order to see continued growth, marketing will be a priority.*

**iii. Certified Fleet Manager**

*Elizabeth reported the number of enrollees and completions since launch of new learning center and since March 2024. The numbers are still okay, but again marketing will be key to continued success.*

*Additionally, Elizabeth provided a timeline for the expansion of the program starting with the finalization of the University of Denver accreditation by December 2024 to the launch of 1-2 additional modules by the 3<sup>rd</sup> quarter of 2025. To meet these goals, TCA and this committee will rely on subject matter experts to identify required updates, educational gaps, and new content outlines.*

**iv. Education and TPP Initiatives**

*Elizabeth highlighted the upcoming Executive Leadership Webinar Series and urged members and guests to register for this education. Elizabeth also informed attendees that the series will be recorded and transferred to an on-demand experience.*

*Elizabeth announced that work has begun for the Safety Director 101 (title not finalized) course with the first module completed and out for review. The goal of this program is to bridge the educational gap for safety supervisors and directors seeking NATMI certification.*

*Elizabeth touched on the Small Carrier University by acknowledging that meetings have taken place, and planning has only just begun.*

**v. NATMI**

*Elizabeth announced that the Canadian certification has been rolled out by NATMI and more information can be found on their website.*

*James Ward reported that NATMI's certifications and memberships have increased significantly over the past year and we look forward to their continued success.*

**V. Old/New Business**

*There was no old nor new business discussed*

**VI. Executive Session**

*There was no need for an executive session*

**VII. Adjournment**

*Meeting was adjourned at 8:40 A.M., September 11, 2024.*