

# ***Region IV AAMVA U Training Proposal***

*presented to the*

International AAMVA Board of Directors

January 3-4, 2008

**American Association of  
Motor Vehicle Administrators**

## ***Goal***

- Provide AAMVA U training for Region IV jurisdictions, within the Region, at an attractive cost, thereby increasing the number of trained driver license and motor vehicle staff better providing for front-line detection of fraud

## ***Concept***

- Offer training within the Region to reduce fraud and enhance security of issuance process
- Fund trainer costs for training courses provided in the Region for R-IV members
- Supplement training costs of R-IV jurisdictions to attend FDR and VDEC training

## ***Current Programs***

- AAMVA U (HQ) sets date and location and advertises class schedule
  - jurisdictions sign-up to attend and are responsible for travel expenses and course fees
- Jurisdiction requests on-site training
  - jurisdiction will be responsible for payment of course registration fees

## ***Current AAMVA U Costs - FDR & VDEC***

FDR Level I - 12-hour on-line	\$115	Vehicle Document Examiner Certification - 2-day classroom	\$500
FDR Level II - 4-day classroom	\$650	VDEC Instructor Certification	\$650
FDR Level Instructor Certification - 5-day classroom course - pre-requisite: successful completion of FDR Level II	\$750	-4-day classroom - pre-requisite: successful completion of VDEC Certification	

## ***Current Training Deployment***

- Most training is provided by either Chief Trainers from a jurisdiction or by contract trainers
- Training is typically held at AAMVA headquarters
- For the extensive training they receive, Chief Trainers are requested to provide three (3) classes for AAMVA each year

## ***R-IV Proposal Overview***

- Schedule training within R-IV geography
- Utilize Chief Trainers from AAMVA U stable
- Utilize materials, samples and equipment provided by HQ
- R-IV would cover travel expenses for Chief Trainers
- Offer training at a reduced rate



## ***Training Locale***

- RVP will facilitate training location / schedule  
*(working with HQ to secure trainers)*
  - ideal class size is 16, no more than 25
- Seek training locations at state police academies
  - attempt to secure sleeping rooms when possible, further reducing the cost
- “Advertise” class to R-IV jurisdictions
- Need to establish rules for attendance from each state
- Potentially work towards established training schedule



# ***Trainers***

- Utilize Chief Trainers from AAMVA U stable
  - Washington, Oregon and California first choice
  - Utilize Chiefs from other Regions if R-IV trainers are not available

## ***Classroom Training Materials***

- AAMVA U will provide PC, presentations, sample documents (*authentic and fraudulent*), training materials and tools
- Students will receive manuals, document examination tools and a CD to take home

## ***R-IV Negotiated Course Fees***

- FDR
  - instructor training - \$350\*\* (vs. \$750)
    - includes waiving of Level I and II **provided** trainee meets certain established criteria
  - Level II training - \$200\*\* (vs. \$650)
- VDEC
  - instructor training - \$275\*\* (vs. \$500)
  - 2-day VDEC - \$200\*\* (vs. \$650)
- Another option is to provide FDR Level I at a reduced cost
  - negotiated fee TBD <<\$115

*\*\* Course fees include books and tools the student will take home, use of AAMVA U equipment and samples, and shipping to and from training locale*

## ***FDR Training Costs for R-IV***

- FDR instructor training costs *(5-day)\*\**
  - travel expenses estimated to be \$1,900 / trainer
    - airfare - \$500
    - hotel – 6 days @ \$150 each = \$900
    - transportation - \$150
    - meals – 6 days @ \$50 each = \$300
    - miscellaneous - \$50
  - \$3,800 total projected travel expenses / course
- FDR Level II training costs *(4-day)\*\**
  - \$1,700 / trainer
  - \$3,400 total projected travel expense / course

*\*\* Assumption is that jurisdictional trainers will be available.  
Contractor trainers will be significantly more expensive.*

## ***VDEC Costs for R-IV***

- VDEC instructor training costs *(4-day)*
  - travel expenses estimated to be \$1,550 / trainer
    - airfare - \$500
    - hotel – 4 days @ \$150 each = \$600
    - transportation - \$150
    - meals – 5 days @ \$50 each = \$250
    - miscellaneous - \$50
  - \$3,100 projected travel expenses / class
- VDEC examiner course costs *(2-day)*
  - travel expenses estimated to be \$1,300/ trainer
  - \$2,600 projected travel expense total / course

## ***Jurisdictional Training Costs***

- Travel expenses for individuals to attend FDR/VDEC training classes
  - transportation to /from training locale, hotel (if applicable), meals
- Applicable course fee



## ***Region IV Board Approval\****

- Approved program on a pilot basis for 2008
    - offer 1 VDEC Instructor Training course and 1 FDR Instructor training course
  - Provide funding for Chief Trainers
  - RVP to handle administrative details
    - scheduling, location, advertising, etc.
  - Evaluate success of program after two pilots and determine future steps / funding
- \* Understanding that the negotiated fee structure must first be approved by AAMVA International Board*



## ***Discussion Items***

- Reaction from folks who've been paying full-price for training
- Reaction from jurisdictions who can't get into reduced cost classes in R-IV
- Maintenance funding for AAMVA-U somewhat eliminated through this proposal
- Board asked AAMVA U to bring in \$600K from training (All Regs & others)