**AGENDA**

**Wednesday Dec 1, 2021**

**9:00 am**

**Arizona Department of Revenue**

**Education, Training and Certification Advisory Committee Meeting**

**Virtual Meeting Held on WebEx**

Video call link: **https://www.google.com/url?q=https://arizonadeptofrevenue.my.webex.com/arizonadeptofrevenue.my/j.php?MTID%3Dme2037908fd22282a3a12869eba9b0a19&sa=D&source=calendar&ust=1638164716004680&usg=AOvVaw1o0VlIixDMJxGFOAUouPu1**

Or to join by phone, dial:

Meeting number (access code): 2552 629 6863 **PASSWORD:**

More phone numbers https://www.google.com/url?q=https://arizonadeptofrevenue.my.webex.com/arizonadeptofrevenue.my/globalcallin.php?MTID%3Dme6e5c67b2aa006e81d2e48482e4f1c5e&sa=D&source=calendar&ust=1638164716004680&usg=AOvVaw1kXFA45OPy--QetohsfrsO

**ITEM**

1. Call to Order at 9:00 am (Meeting recording begins).
2. Roll Call
3. Approval of Minutes
4. Basic Advalorem and Personal Property Classes
   1. Incorporate manufactured housing in Basic Ad
   2. Refocus personal property
5. Curriculum and Guidelines Update
   1. Course completion prior to taking certification exams
   2. Certification exam retake failure
6. Call to the Public - (Meeting moderator will unmute members of the public).
7. Adjournment

Dated the 30th day of November, 2021

Persons with a disability may request reasonable accommodations by contacting the Director’s Office, (602) 716-6090. Requests should be made as early as possible to allow time to arrange accommodations.