Regional Contract Program
Virtual Coordinators’ Meeting
Thursday, April 22, 2021

AGENDA

Zoom Link 2:
https://us02web.zoom.us/j/89062086927?pwd=cXJEaHR0eHIvOWFFMFZHNUxGTzFcdz09

2:00 pm  Welcome and Introductions
             Elisa Jaden, Regional Program Coordinator
             •  Coordinator Introductions

2:05 pm  The Year in Review
             •  Institutional Reports
             •  RCP Totals

2:35 pm  RCP Practices and Procedures – State and Institutional Coordinators
             •  Designation of Authorized RCP Representatives
                 o  Authorized Representative Responsibilities
                 o  Authorized Representatives versus Signatories

2:50 pm  RCP Practices and Procedures – State and Institutional Coordinators
             •  RCP Recruitment for Your State’s Residents
                 o  What role does the state play?
                 o  What role does the institution play?
             •  RCP Invoicing Responsibilities
                 o  Institution Responsibilities
                 o  State Responsibilities
                 o  SREB Responsibilities
             •  RCP Invoicing Protocol
                 o  Invoicing
                 o  State Payments
             •  Annual RCP Renewals
                 o  Master Contracts
                     ▪  Going to true 5-year contract
                 o  The Exhibit A-1
                     ▪  Annual renewal
                 o  These Documents Must Match

3:50 pm  Louisiana’s RCP Process is Automating
             •  Louisiana would like to provide updates to its RCP institutions on what
               information is needed to complete the automation process.

3:55 pm  Closing Remarks

4:00pm  Meeting Adjourns