



OKLAHOMA INSURANCE DEPARTMENT  
STATE OF OKLAHOMA

**Continuing Education Advisory Committee**  
**365:25-3-14. Insurance Adjusters Continuing Education**

**To Committee Members:**    **Phil Combs**                      **Brett McGavock**  
   **Nathan Downs**                      **Mark Wesley**  
   **Randy Gaylor**  
   **Jack Jordan**

**Meeting Notice**

The Continuing Education Advisory Committee Meeting will be held on March 3, 2009 at 9:30 a.m. The meeting will be held at the Oklahoma Insurance Department in the Commissioner's Conference Room at 2401 Northwest 23<sup>rd</sup> Street, Suite 28, Oklahoma City, OK 73107.

This Agenda was posted at the main entrance of the Oklahoma Insurance Department at 2401 Northwest 23<sup>rd</sup> Street, Suite 28, Oklahoma City, Oklahoma 73107 on February 17, 2009. This Agenda was posted at the main entrance of the Oklahoma Insurance Department, Tulsa Office at 4157 South Harvard on February 17, 2009. This Agenda was posted to the Oklahoma Insurance Department website ([www.oid.state.ok.us](http://www.oid.state.ok.us)) on February 19, 2009. The Secretary of State was notified by fax on February 19, 2009. Copies were delivered to the offices of the listed Committee Members on February 17, 2009.

**AGENDA**

- I.        Read and approve minutes from the previous meeting
- II.       Introduction of new CE Administrator, LaDonna Sharp
- III.      CE guidelines for internet/correspondence courses
- IV.      Sircon processing of CE courses
- V.       Review course submissions and recommend approval or disapproval