



Unified Carrier Registration Plan

Board Attendance:

Elizabeth Leaman

David Bauer

Brandon Buchanan

William Debord

Carol Fallin

Mike Hoeme

Jessica Kines

Terrence Mercer

Crystal Stevens

Monte Wiederhold

Absent Board Members:

Scott Morris

Chris Burroughs

Others in Attendance:

UCR: Avelino Gutierrez, Alex Leath

FMCSA: Arija Flowers, Kenneth Riddle, Frederic Wood

DSL Transportation: Dave Lazarides

Kellen Company: Tom Lawrence, Matt Mantione, Jessie Yuhaniak

Seikosoft: Lori Lefai, Toby Piquet

**UNIFIED CARRIER REGISTRATION PLAN
BOARD OF DIRECTORS MEETING
October 27, 2022**

MINUTES

- I. Welcome and Call to Order** – Elizabeth Leaman, UCR Board Chair
The UCR Board Chair welcomed attendees, called the meeting to order at 12:00 pm ET, called roll for the Board and confirmed the presence of a quorum.
- II. Verification of Publication of Meeting Notice** – Avelino Gutierrez, UCR Executive Director
The UCR Executive Director verified publication of the meeting notice on the UCR website and distribution to the UCR contact list via e-mail on October 18, 2022, followed by mailing of the publication to the Government Publishing Office and publication of the notice in the *Federal Register* on October 24, 2022 in Vol. 87, No. 204 starting on page 64310.
- III. Review and Approval of Board Agenda** – Elizabeth Leaman, UCR Board Chair
The Chair confirmed receipt and review of the agenda and proposed a revision to move the update from DSL Transportation to directly after Item V (Report of the FMCSA) to accommodate a scheduling conflict for Mr. Lazarides. The Board took action to adopt.
- A MOTION was MADE by Carol Fallin and SECONDED to approve the revised agenda of the October 27, 2022 Board of Directors Meeting. The MOTION CARRIED unanimously.
- IV. Approval of Minutes of the September 27, 2022, UCR Board Meeting** – Elizabeth Leaman, UCR Board Chair
Members of the Board of Directors confirmed receipt and review of the Draft Minutes from the September 27, 2022 UCR Board meeting. The Board took action to approve.
- A MOTION was MADE by Carol Fallin and SECONDED to approve the Meeting Minutes of the September 27, 2022 UCR Board of Directors Meeting. The MOTION CARRIED unanimously.
- V. Report of FMCSA** – Kenneth Riddle, FMCSA Representative
Ken Riddle provided a report on relevant Administration activity. FMCSA is now providing Certificates of Authority (also known as Decision Letters) directly on the FMCSA registration landing page the day they are generated. This activity previously took place only via postal mail and carriers would face delays in receipt of their certificates. All letters are available to the public, and six are posted daily.
- VI. Report from DSL Transportation Services, Inc.** – Dave Lazarides, DSL Transportation Services, Inc.
Dave Lazarides reported on updates related to NRS functionality, including new state reporting on intrastate DOT numbers and a project taking place with Kentucky; improvements to the process of notifications to carriers who receive Focused Anomaly Reviews (FARs); and IFTA / IRP violation portal reports. DSL presented a written report that is included as part of the minutes for this meeting.

VII. Subcommittee Reports

Audit Subcommittee – UCR Audit Subcommittee Chair

A. UCR Participation in FMCSA Out-of-Service Violations – Mike Hoeme, UCR Audit Subcommittee Chair

Mike Hoeme requested that the Board table the discussion of UCR participation in CVSA out-of-service violations until further discussions are had and additional information is available to present to the Board.

A MOTION was MADE by Mike Hoeme and SECONDED to address the topic of UCR participation in FMCSA out-of-service violations at a future meeting. The MOTION CARRIED. Monte Wiederhold opposed.

B. Review of States' Audit Compliance Rates for Registration Years 2021 and 2022 – Mike Hoeme, UCR Audit Subcommittee Chair

Mike Hoeme presented registration performance statistics and the related compliance percentages, Focused Anomaly Reviews (FARs), unregistered brackets 5 and 6 motor carrier audits for the 2021 and 2022 registration years.

Finance Subcommittee – Avelino Gutierrez, UCR Executive Director

Removal of 2025 Fee Change Recommendation So That Current Fee Recommendation is for the 2024 Registration Year Only – Avelino Gutierrez, UCR Executive Director

Avelino Gutierrez outlined a requested revision to the 2024 and 2025 UCR fee change recommendation to officially remove the 2025 fee recommendation from the current request that was approved by the UCR Board during the August 11, 2022 UCR Board meeting. There will be no change to the fee levels contained in the 2024 fee recommendation. Instead, the UCR Board may decide to submit a fee change recommendation for the 2025 Registration Year at the proposed July 27, 2023 UCR Board Meeting. The UCR Board may take action to approve the removal of the 2025 fee from the current fee recommendation.

A MOTION was MADE by Crystal Stevens and SECONDED to remove the year 2025 from the Fee Recommendation that was voted on at the UCR Board of Directors Meeting on August 11, 2022. The Current Fee Recommendation will apply to the 2024 Registration Year only. The MOTION CARRIED unanimously.

Education and Training Subcommittee – Carol Fallin, UCR Education and Training Subcommittee Chair

Update on Current and Future Training Initiatives – Carol Fallin, UCR Education and Training Subcommittee Chair

Carol Fallin provided an update on current and planned future training initiatives and the E-Certificate program.

Industry Advisory Subcommittee – Avelino Gutierrez, UCR Executive Director

Update on Current Initiatives – Avelino Gutierrez, UCR Executive Director

The UCR Industry Advisory Subcommittee Chair was unable to attend the meeting. An update will be provided at a future Board of Directors meeting.

VII. Contractor Reports – Avelino Gutierrez, UCR Executive Director

- **UCR Executive Director’s Report – Avelino Gutierrez, UCR Executive Director**
Avelino Gutierrez provided a report covering recent activity for the UCR Plan, including a published notice of vacancies for two Board positions. The UCR Executive Director noted that the next in-person meeting is in Savannah, GA in December. Content presentations will take place on December 7, and the Board of Directors and the Education and Training Subcommittee meetings will take place on December 8. He shared that Dave Scholz has left Kellen and Tom Lawrence will be handling all depository and financial matters for the UCR Plan for the time being.
- **Seikosoftware – Toby Piquet, Seikosoftware**
Toby Piquet provided an update on recent/new activity related to the National Registration System (NRS) and on two ongoing pilot projects.
- **UCR Administrator Report (Kellen)**
Matt Mantione provided a management report covering recent activity for the Depository, Operations, and Communications.

VIII. Other Business – UCR Board Chair

Avelino Gutierrez shared that FMCSA has agreed to place UCR’s 5-minute enforcement video in Part A of their MCSA Curriculum Program.

IX. Adjournment – UCR Board Chair

The UCR Board Chair adjourned the meeting at 1:08 pm ET.