



Unified Carrier Registration Plan

Board Meeting Agenda

December 7, 2023

11:00 a.m. – 4:00 p.m. Central Time

Board Members Present:

Elizabeth Leaman
David Bauer
Brandon Buchanan
Chirs Burroughs
William Debord
Carol Fallin
Mike Hoeme
Corey Keating
Jessica Kines
Terry Mercer
Ryan Nance
Mathew Perkinson
Crystal Stevens
Monte Weiderhold

Absent Board Members:

Earl Adams

Others in Attendance:

UCR: Avelino Gutierrez, Alex Leath
FMCSA: Kenneth Riddle, Rick Wood, Heather MacClintock
DSL Transportation: Dave Lazarides
Kellen: Matthew Mantione, Tom Lawrence, John Macwan, Tom Gooding, Michelle Hall
Seikosoftware: Lori Lefai, Toby Piquet

UNIFIED CARRIER REGISTRATION PLAN

BOARD OF DIRECTORS MEETING

December 7, 2023

Minutes

- I. Welcome and Call to Order** – UCR Board Chair
The UCR Board Chair welcomed attendees, called the meeting to order, called roll for the Board, confirmed the presence of a quorum, and facilitated self-introductions.
- II. Verification of Publication of Meeting Notice** – 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 November 27, 2023, followed by subsequent publication of the notice to in the *Federal Register* the week after the meeting.
- III. Review and Approval of Board Agenda** – UCR Board Chair
The proposed Agenda was reviewed.

A MOTION was made and SECONDED. The agenda was approved.
- IV. Approval of Minutes of the September 28 UCR Board Meeting** – UCR Board Chair
Draft Minutes from the September 28, 2023 UCR Board meeting were reviewed.

A MOTION was made to approve the minutes and SECONDED. Rick Wood proposed a correction to the date of the Board meeting on the agenda from September 9 to September 28, 2023. The minutes were approved as amended.
- V. Report of FMCSA** – FMCSA Representative
The Federal Motor Carrier Safety Administration (FMCSA) provided a report on relevant agency activity.
- VI. Reopening of Nominations for the Position of Vice-Chair of the UCR Board and Following the Completion of the Nominating Process a Final Vote Recommending to the US DOT Secretary/FMCSA Designation a Director to Serve as Vice-Chair of the UCR Board-** UCR Board Chair
The UCR Board Chair entertained a MOTION to reopen the nomination for the position of Vice-Chair of the UCR Board. The MOTION was SECONDED. The name(s) of all nominees were submitted to the Board for a vote. The name of the Director receiving the most votes was determined. The name of the nominee will be forwarded to the US DOT/FMCSA for FMCSA's consideration and possible designation as Vice-Chair of the UCR Board. A MOTION was made and SECONDED to close the nomination process for the position of Vice-Chair of the UCR Board.
- VII. 2021 UCR Financial Audit Update** – UCR Executive Director and a Kellen Representative
The UCR Executive Director and a Kellen Representative provided an update on the 2021 financial audit conducted by Warren Averett.
- VIII. Subcommittee Reports**

Audit Subcommittee – UCR Audit Subcommittee Chair

A. The Audit Subcommittee Recommends to the UCR Board that the UCR Board Replace the Current Retreat Audit Program with a Program that Relies on NRS Roadside Inspection Data – UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair and a Seikosoft Representative

The UCR Audit Subcommittee Chair led a discussion on options to replace the Retreat Audit Program currently utilized by the States with an automated roadside inspection data driven audit for non-IRP and IRP plated commercial motor vehicles and the motor carriers operating these types of registered equipment.

A MOTION was made by the Audit Subcommittee Chair stating that the Audit Subcommittee recommends that the UCR Board keep the retreat audit requirements as they are currently stated with the exception that, going forward, the NRS will generate a retreat audit when a motor carrier has more VIN-specific inspections requiring the motor carrier to reclassify to a higher tier. The MOTION carried.

B. The Audit Subcommittee Recommends a Policy for Closure of Participating and Non-Participating States Focused Anomaly Reviews (FARs) – UCR Audit Subcommittee Chair and UCR Audit Subcommittee Vice-Chair

The UCR Audit Subcommittee Chair led a discussion on the required steps to close both participating and non-participating state FARs.

A MOTION was made by the Audit Subcommittee Chair stating that the Audit Subcommittee recommends that States have the ability to close the mandated FARs and Retreats in Section 19 of the UCR agreement when the state has exhausted reasonable collection efforts available to the state. The MOTION carried.

Finance Subcommittee – UCR Finance Subcommittee Chair

A. 2025 Registration Fee Submission – UCR Finance Subcommittee Chair

The UCR Finance Subcommittee Chair provided an update on the 2025 registration fee recommendation approved at the last Board meeting.

B. Review and Approval of 2024 UCR Administrative Budget – UCR Depository Manager and UCR Finance Subcommittee Chair

The UCR Depository Manager and UCR Finance Subcommittee Chair led a discussion regarding the proposed 2024 UCR administrative budget.

A MOTION was presented by the UCR Finance Subcommittee Chair stating that the Finance Subcommittee recommends that the UCR Board adopt an administrative budget for 2024 as presented today and approved by finance subcommittee on November 7th, 2023. The MOTION carried.

Education and Training Subcommittee – UCR Education and Training Subcommittee Chair

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

The UCR Education and Training Subcommittee Chair provided an update on current and planned future training initiatives.

Industry Advisory Subcommittee – UCR Industry Advisory Subcommittee Chair

Update on Current Initiatives – UCR Industry Advisory Subcommittee Chair

The UCR Industry Advisory Subcommittee Chair provided an update on current and planned initiatives regarding motor carrier industry concerns.

Enforcement Subcommittee – UCR Enforcement Subcommittee Chair

Update on Current Initiatives – UCR Enforcement Subcommittee Chair

The UCR Enforcement Subcommittee Chair provided an update on current and planned initiatives.

Dispute Resolution Subcommittee – UCR Dispute Resolution Subcommittee Chair

Update on Current Initiatives – UCR Dispute Resolution Subcommittee Chair

The UCR Dispute Resolution Subcommittee Chair provided an update on planned initiatives.

IX. Contractor Reports – UCR Board Chair

UCR Executive Director’s Report

The UCR Executive Director provided a report covering his recent activity for the UCR Plan.

UCR Administrator Report (Kellen)

The UCR Chief of Staff provided a management report covering recent activity for the Depository, Operations, and Communications.

DSL Transportation Services, Inc.

DSL Transportation Services, Inc. reported the latest data from the FARs program, discussed motor carrier inspection results, pilot projects and other matters.

Seikosoftware

Seikosoftware provided an update on recent/new activity related to the National Registration System.

X. Other Business – UCR Board Chair

The UCR Board Chair called for any other business, old or new, from the floor.

XI. Adjournment – UCR Board Chair

The UCR Board Chair adjourned the meeting.