



Unified Carrier Registration Plan Board Meeting Agenda

June 6, 2024
12:00 PM – 3:00 PM Eastern Time

Board Members Present:

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

Absent Board Members:

Brandon Buchanan

Others in Attendance:

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

**UNIFIED CARRIER REGISTRATION PLAN
BOARD OF DIRECTORS MEETING
June 6, 2024**

APPROVED 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 May 23, 2024, followed by subsequent publication of the notice in the *Federal Register* on May 31, Vol. 89, No. 106, starting on page 47241.
- 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 April 4, 2024, UCR Board Meeting** – UCR Board Chair
Draft Minutes from the April 4, 2024, UCR Board meeting were reviewed. A MOTION was made and SECONDED. The MOTION carried unanimously.
- V. Report of FMCSA** – FMCSA Representative
The Federal Motor Carrier Safety Administration (FMCSA) provided a report on any relevant agency activity, including the status of the FMCSA’s Notice of Proposed Rulemaking concerning the 2025 UCR Fee Rulemaking.
- VI. Procedure for Amendment of the UCR Agreement** – UCR Legal Counsel
UCR Legal Counsel continued the discussion regarding a proposed procedure to amend the UCR Agreement that began in the April 4, 2024 Board meeting. The revised proposed procedure to amend the UCR Agreement was reviewed by UCR Legal Counsel with the Board.

A MOTION was made and SECONDED that the UCR Plan Board adopt the procedure for amendment of the UCR Agreement as presented, and amended, at today’s Board meeting.
- VII. Subcommittee Reports**

Finance Subcommittee – UCR Finance Subcommittee Chair and UCR Depository Manager
- A. Distribution from the UCR Depository for Under-Cap States** –UCR Plan Administrator
The UCR Finance Subcommittee Chair and the UCR Plan Administrator provided an update on the distribution of fees from the UCR Depository to the states for the 2024 registration year.
- B. UCR Administrative Fund Update** – UCR Plan Administrator
The UCR Plan Administrator provided an update on the financial status of the administrative fund for the 4 months ended April 30, 2024.

Audit Subcommittee – UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair

A. Present the 2023 Annual State Audit Report to the Board – UCR Audit Subcommittee Chair

The UCR Audit Subcommittee Chair presented the 2023 Annual State Audit Report to the Board. In so doing, the UCR Audit Subcommittee Chair reviewed the 2023 Audit Snapshot along with the six initiatives that each State is evaluated on. To achieve qualifying status, States are required to meet or exceed the minimum percentages in at least three of the six initiatives. In 2023, all 41 participating states achieved qualifying status.

B. Update the Subcommittee on the recent Monthly Question and Answer Session for State Auditors - UCR Audit Subcommittee Chair and UCR Audit Subcommittee Vice-Chair and Executive Director

The UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, and Executive Director led a discussion on the topics, value, and continuation of a series of 60-minute virtual question and answer sessions for state auditors.

Education and Training Subcommittee – UCR Education and Training Subcommittee Chair

No significant action reported.

Industry Advisory Subcommittee – UCR Industry Advisory Subcommittee Chair

The UCR Industry Advisory Subcommittee Chair provided an update on current and planned initiatives, including the development of a video series intended to increase participation in the UCR focused on brokers, motor carriers, and bus operators.

Enforcement Subcommittee – UCR Enforcement Subcommittee Chair

The UCR Enforcement Subcommittee Chair provided an update on current and planned initiatives including an update on PowerPoint training, the creation of standards for annual UCR enforcement awards and recognition, and the upcoming awareness initiative.

Dispute Resolution Subcommittee – UCR Dispute Resolution Subcommittee Chair

No significant action reported.

VIII. Contractor Reports – UCR Board Chair

UCR Executive Director Report

The UCR Executive Director provided a report covering his recent activity for the UCR Plan including any changes in the dates of UCR meetings in 2024.

UCR Administrator Report (Kellen)

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

DSL Transportation Services, Inc.

DSL Transportation Services, Inc. reported on the latest data from the FARs program, Tier 5 and 6 unregistered motor carriers, and other matters.

Seikosoftware

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

IX. Other Business – UCR Board Chair

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

X. Adjournment – UCR Board Chair

The UCR Board Chair adjourned the meeting.