



**Unified Carrier Registration Agreement**  
Board of Directors Meeting

June 6, 2018  
 Ft. Lauderdale, FL

**ATTENDEES**  
(Board & Staff)

<u>NAME</u>	<u>ORGANIZATION</u>	<u>PRESENT</u>
Avelino Gutierrez (Chair)	NMPRC	X
Bob Pitcher	ATA	
Adam Anderson	UDOT	X
Carol Fallin	TXDMV	X
Cathy Gautreaux	FMCSA	
Elizabeth Leaman	MADPU	X
Larry Herold	COPUC	X
Lewie Pugh (Board in-waiting)	OOIDA	X
Monte Wiederhold	Reever Transport	X
Chris Burroughs	TIA	
Rick Schweitzer	NPTC	
Mike Hoeme	KCC	X
Sandy Bowling	INDOR	X
Scott Morris	ALPSC	X
Tina Thurman	MODOT	X
Dave Scholz, Depository Manager	UCR	X
Jon Krueger, Operations Manager	UCR	X
Maryam Ismael, Staff Associate	UCR	
Kellen Chambers, Financial Analyst	UCR	X
Dave Lazarides, Consultant	DSL	X

## MINUTES

### **Welcome, Call to Order & Introductions**

Chair Avelino Gutierrez called the meeting to order at 12:03 pm EDT and facilitated the introduction of Board members, staff, and guests.

### **Verification of Meeting Notice**

Mr. Gutierrez confirmed that the official notice for the June 6, 2018 UCR Board meeting was published in the Federal Register on May 31.

### **Review & Approval of Agenda & Setting of Ground Rules**

A MOTION was MADE and SECONDED to approve the agenda as presented. THE MOTION CARRIED.

### **Approval of Minutes of the April 19, 2018 UCR Board Meeting**

A MOTION was MADE and SECONDED to approve the draft minutes of the April 19, 2018 UCR Board meeting. THE MOTION CARRIED.

### **Critical Issues**

- **UCR 2.0 development / latest**

Registration System Subcommittee Chair Scott Morris reported that development of UCR's new national registration system is ahead of schedule.

A MOTION was MADE and SECONDED to end registration for the 2017 UCR year on September 30, 2018. THE MOTION CARRIED.

- **Proposed amendments to UCR Agreement**

Mr. Morris reported that the Registration System Subcommittee plans to work with the Procedures Subcommittee to develop several amendments to the current UCR Agreement, based on new business rules for the new system.

- **Consideration & approval of revised procedure for selection of auditor by the State of Texas pertaining to Texas' annual fee entitlement amount audit under the UCR Agreement**

Mr. Gutierrez reported that UCR has negotiated a compromise procedure for the Texas DMV's upcoming audit that would require one Board member to act as an observer during the audit process (Carol Fallin recuses herself as a potential observer).

A MOTION was MADE and SECONDED to approve the proposed procedure. THE MOTION CARRIED.

- **Review of Kellen management report**

Depository Manager Dave Scholz and Operations Manager Jon Krueger reviewed their monthly management report and answered questions.

## **Updates Concerning UCR Legislation**

There were no updates.

## **FMCSA Update**

Rick Wood reported that FMCSA is processing the renewal terms for several Board members, as well as a new term for Lewie Pugh with OOIDA.

## **Report of DSL Transportation Services, Inc.**

Dave Lazarides reported on the FARs program, noting that to date, a total of about \$660,000 has been collected by the states in 2018.

## **Report of Indiana Department of Revenue**

Sandy Bowling reported on IDOR's role in the transition to the new national registration system, noting that a team of representatives from UCR and Seikosoftware will be visiting IDOR on July 10 to review customer service requirements.

## **Subcommittee Reports**

- **Audit Subcommittee**

Chair Mike Hoeme, with assistance from Mr. Krueger, reported on the positive feedback received on the pilot state auditor training in Atlanta in late-May. Mr. Hoeme reported that the next audit training course is scheduled for July 31-August 1 in Chicago.

A MOTION was MADE and SECONDED to approve the Chicago training session for a budget of \$49,000. THE MOTION CARRIED by a vote of 10-1.

Mr. Hoeme reported that the Audit Subcommittee will develop an annual audit plan for 2019.

- **Finance Subcommittee**

Chair Scott Morris reported on key discussions from the Finance Subcommittee meeting on June 3 and answered questions.

A MOTION was MADE and SECONDED to establish a new savings account at the Bank of North Dakota for UCR's operating reserve. THE MOTION CARRIED.

- **Registration System Subcommittee**

Chair Scott Morris reported on key discussions from the Registration System Subcommittee meeting on June 5 and answered questions.

- **Procedures Subcommittee**

Chair Adam Anderson reported that the Subcommittee plans to update the new UCR Handbook to include new technology requirements for independent state registration systems. The Subcommittee also plans to update the UCR Agreement to align with new national registration system scheduled to launch October 1, and to-be-determined audit requirements for states

- **Dispute Resolution Subcommittee**  
Chair Tina Thurman reported that the Subcommittee recently revisited the draft dispute resolution procedures developed in March 2017. Ms. Thurman reported that her Subcommittee will likely present the draft procedures to the Board for approval later this year.

The Board instructed staff to circulate the dispute resolutions procedures to the full Board and FMCSA.

- **Industry Advisory Subcommittee**  
There was no update.

### **Old/New Matters**

A MOTION was MADE and SECONDED to re-confirm the previous authorization of Mr. Morris to submit the latest financial data on collections year-to-date upon release of the notice-of-proposed-rulemaking for UCR's 2019 recommended fee levels. THE MOTION CARRIED.

A MOTION was MADE and SECONDED to confirm that, starting in 2019, UCR business meetings will be held on separate days than the NCSTS conference, although not necessarily in different locations. THE MOTION CARRIED.

A MOTION was MADE and SECONDED to authorize UCR to reimburse NCSTS for \$8,400 in meeting expenses incurred by UCR at the annual meeting. THE MOTION CARRIED.

Elizabeth Leaman reported that a group of UCR representatives is planning to attend the Commercial Vehicle Safety Alliance conference next spring.

### **Future Board Meetings**

#### Teleconferences

- July 12 at Noon Eastern
- September 27 at Noon Eastern
- October 25 at Noon Eastern
- November 8 at Noon Eastern
- December 13 at Noon Eastern

#### In person

- August 21-24 (Salt Lake City)

### **Adjourn**

There being no additional business, Mr. Gutierrez adjourned the meeting at 2:40 p.m. EDT.