

Minutes of the Eighty-Ninth Unified Carrier Registration Plan Board of Directors Meeting
–Tele Conference
June 11th, 2014
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The Eighty-Ninth (89th) Unified Carrier Registration (UCR) Plan Board of Directors (Board) meeting was called to order by Avelino Gutierrez, Chairman at 8:00 a.m. PDT.

Attendance - Board of Directors:

Present – Avelino Gutierrez, Adam Anderson, Sandy Bowling, Bill Bronrott, Gene Eckhardt, Dave Lazarides, Scott Morris, Neal Murphy, Angel Oliver, Robert Pitcher, and Woody Chambers.

Absent –Mike Hoeme, Jay Gingrich, Rick Schweitzer, and Robert Voltmann,

Avelino Gutierrez conducted a roll call of the States with **self-introductions** of government and industry representatives made by those in attendance.

Neal Murphy moved to accept the **meeting agenda**, which was seconded by Adam Anderson. Agenda approved (Exhibit A)

Avelino Gutierrez established the **teleconference ground rules**.

Sandy Bowling moved to accept the **minutes of the May 15, 2014 Board meeting**, subject to be changed if some other notes are provided. Neal Murphy seconded the motion. (Exhibit B)

UCR Legislative Update – No report

FMCSA Update – Bill Bronrott – The letters for appointment's to the Board should be done over the next couple of weeks.

Rick Wood reported to the board that they were working on a response regarding the use of funds for administrative fees for the Board.

Audit Subcommittee –Gene Eckhardt – No report at this time.

Administrative fee's Subcommittee – Gene Eckhardt – requested if there were any other Board members willing to serve on the committee? Adam Anderson Volunteered.

Procedures Subcommittee – Adam Anderson – Reported that the subcommittee is still working on the changes to the agreement and hope to bring that back in August completed. Also, trying to put together a best practice's for the audit and asks the states when the e-mail goes out make suggestions to help each other.

Depository Subcommittee - Scott Morris – reported on the total amounts collected:

The 2014 will surpass the amount collected for 2013 in August. Will be doing a final 2009 distribution and closing out that account. There is some interest money in the 2009 and 2008 that needs to be distributed.

Motion – make a distribution of the interest in the 2008 and 2009 accounts and close the 2008 and 2009 accounts – seconded by Dave Lazarides. Motion passed.

Will begin working on the final 2010 distribution and continuing on with the other states.

Motion – Establish a savings account for the 2015 registration year with the current signatures and authorize the signatures to have the ability to distribute administrative funds at the direction of the Board for the 2015 and the current 2014 registration account. Seconded by Dave Lazarides. Motion passed.

The Depository work is still ongoing. As the Depository goes forward, Scott reminded states of their responsibility to pay the excess funds to the Depository and that when the Depository goes live that the fee's collected on the Indiana System will be held if a state is not current.

UCR System Subcommittee & Best Practices Best Subcommittee- Dave Lazarides – The committee will be soliciting for the contact information for the states for those that will be interacting with the system. Reiterated the need for states to be reporting their collections and forwarding the excess funds in a timely manner.

Avelino Gutierrez – Motion – Direct the State of Indiana and the other states, which have their own registration systems, to accept and process registrations for the 2015 registration year. Seconded by Neal Murphy. Motion passed.

Motion – Recommend that enforce for the 2015 registration year begin on January 1, 2015. Seconded by Sandy Bowling. Motion passed.

Dave Lazarides – A request was made that the system will send out e-mail notifications on a monthly basis.

Pursuing the development of a pre-audit invoice that can be used by states that have minimal access to information for audit's.

Sandy Bowling – The e-mail blasts are going out; however there seems to be a problem with carriers getting e-mails when they have already paid. Sandy requested that states e-mail her the USDOT number for those who had already paid so the issue can be resolved.

Industry Advisory Subcommittee – Robert Pitcher – No Report at this time.

Revenue and Fees Subcommittee - Dave Lazarides, Acting Chair –

Motion – Keep the UCR registration fees for 2016 the same as the current fees. Seconded by Sandy Bowling. Motion passed with Gene Eckhardt voting no.

Registration System of the State of Indiana – Sandy Bowling –

Reported that the audit reports are going to be changed to an excel format to do mail merges from. It is expected that the new payment vendor will go online on July 1st. Carriers should know that they will have two transactions showing on their statements. The second transaction will be the fee from the vendor. Sandy will send out a document for the breakdown on the fees.

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Refresher training on the reports will be held June 17th. Anybody wanting to join in should send Sandy an e-mail.

Old/New Matters:

Avelino Gutierrez – Included in the packet was a letter to USDOT regarding the administrative fees, Grow America, and a copy of the enforcement information. If there are changes to a state's enforcement please send an e-mail to Avelino. We still need to get some information on the non-participating states. (Exhibit C, D, E)

Avelino Gutierrez wanted the record to reflect that Neal Murphy is a very smart, steady, funny, very personable, and warm. He is also great listener and that the State of Massachusetts has an employee they can always be proud of.

Future Board Meetings:

July 31st, 2014 12:00 pm – 3:00 pm EDT
August 28th, 2014 12:00 pm – 3:00 pm EDT
October 16th, 2014 12:00 pm – 3:00 pm EDT
December 4th, 2014 12:00 pm – 3:00 pm EST

The Board adjourned at 10:05 pm PDT.

Minutes approved by the UCR Board on .

Adam Anderson, UCR Board Secretary

Exhibit A – Meeting Agenda
Exhibit B – May 15, 2014 Board Meeting Minutes
Exhibit C – Letter to USDOT regarding Administrative Fees
Exhibit D – E-mail from Bill Bronrott regarding UCR changes in the Grow America Act
Exhibit E – States Enforcement Document

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Exhibit F – NCSTC Appointments