

**Minutes of the Ninety-Third Unified Carrier Registration Plan Board of Directors Meeting**  
December 4, 2014

The Ninety-Third (93<sup>rd</sup>) Unified Carrier Registration (UCR) Plan Board of Directors (Board) meeting was called to order by Avelino Gutierrez, Chairman at 12:00 am EDT.

Attendance - Board of Directors:

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

Absent – Jay Gingrich, Mike Hoeme, Elizabeth Leaman and Robert Voltman.

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

Scott Morris moved to accept the **meeting agenda**, which was seconded by Gene Eckhardt. Agenda approved (Exhibit A) – Motion passed

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

Gene Eckhardt moved to accept the **minutes of the October 16<sup>th</sup>, 2014 Board meeting**, subject to be changed if some other notes are provided. Sandy Bowling seconded the motion. (Exhibit B) – Motion passed.

Motion made by Avelino to make a couple of small changes. Seconded by Adam Anderson – Motion passed

**UCR Legislative Update** – No report

**FMCSA Update** – Bill Bronrott – No report –

Sandy Bowling – Informed everyone that the USDOT numbers that have not been updated and they had been previously marked with the Code 52 are now being inactivated.

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

Question was asked about what information the Subcommittee was going to need for the states report on their audits.

Gene Eckhardt informed everyone he would try and the information out in January as to what information was going to be asked for.

**Administrative Fee's Subcommittee** – Gene Eckhardt – No report at this time.

**Procedures Subcommittee** – Adam Anderson – Reported back on the Subcommittee's task to review question L-23 from the UCRFAQ. Reviewed the document sent out. The Subcommittee's decision was that the carrier still had to pay the UCR fee's regardless of when they obtained. (Exhibit C)

Motion made a motion to accept the answer as provided by Robert Pitcher – Seconded by Robert Pitcher. Motion was withdrawn for more clarification to be brought back at next meeting.

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Sandy Bowling – brought up a new issue that some states were collecting UCR fees in September.

Avelino Gutierrez – Asked Sandy to call him and they would work this offline. Scott Morris mentioned that it was most likely a mailing issue. Avelino will look at the motion in the future as to when mailing should be sent out.

**Depository Subcommittee** - Scott Morris – reported that billing notices for the 2014 registration were sent out to those states that had not pre-paid on December 1<sup>st</sup> and those will be due on December 31<sup>st</sup>. The 2013 invoices may be out by the end of December. A report was given on the collections for 2015. It was projected that the states will be capped by mid-January. Hopefully 2012 will be closed out within the first quarter. (Exhibit D)

States need to make sure they are sending the checks to North Dakota instead of to Scott in Morris.

**Industry Advisory Subcommittee** – Robert Pitcher - No report

**UCR System Subcommittee & Best Practices Best Subcommittee** - Dave Lazarides – Reported that Dave and Sandy Bowling are going to be looking at reducing the amount of information updated from FMCSA to the systems – it is still sending information clear back to 2007 – will proceed cautiously –most states are most likely not needing information prior to 2010 or 11.

One other minor issue was brought up that some states were not able to do registrations on the Indiana System do to a Secure Socket Layer error and it should be fixed pretty quickly.

**Revenue and Fees Subcommittee** - Dave Lazarides, Acting Chair – No Report

**Registration System of the State of Indiana** – Sandy Bowling – Email blast will be going out next week. If there is any issues e-mail Sandy.

**Old/New Matters:**

Angel Oliver wanted to recognize that Sue Cable, who has been the Liaison between Texas and the Board, will be retiring at the end of December.

Avelino expressed the Boards appreciation for all her help and wished her luck on retirement.

**Future Board Meetings:**

January 22<sup>nd</sup>, 2015 12:00 pm – 3:00 pm EST

March 3<sup>rd</sup>, 2015 8:00 am – 12:00 pm EST – Charleston, SC – with the NCSTS meeting

May 7<sup>th</sup>, 2015 12:00 pm – 3:00 pm EDT

June 10<sup>th</sup>, 2015 8:00 am – 12:00 pm EDT Chattanooga, TN – with the NCSTS meeting

The Board adjourned at 1:15 pm CDT.

Minutes approved by the UCR Board on.

Adam Anderson, UCR Board Secretary

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- Exhibit A – Meeting Agenda
- Exhibit B – Board Meeting Minutes
- Exhibit C – Language on Q&A L-23
- Exhibit D – Depository Report