

## **Minutes of the One Hundred Tenth Unified Carrier Registration Plan Board of Directors Meeting**

August 11<sup>th</sup>, 2016

Tele-conference

The One Hundred Tenth (110<sup>th</sup>) Unified Carrier Registration (UCR) Plan Board of Directors (Board) meeting was called to order by Avelino Gutierrez, Chairman at 12:00 EDT.

Attendance - Board of Directors:

Present – Avelino Gutierrez, Adam Anderson, Sandy Bowling, Chris Burroughs, Mike Hoeme, Scott Morris, Elizabeth Leaman, Woody Chambers, Robert Pitcher, Angel Oliver, Monte Wiederhold, and Larry Herold.

Absent – Daphne Jefferson, Tina Thurman and Rick Schweitzer.

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

Adam Anderson moved to accept the **meeting agenda**, which was seconded by Robert Pitcher (Exhibit A) – Motion passed with a change to substitute Robert Pitcher in for Tina Thurman for the report of the Resolution Subcommittee.

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

Larry Herold moved to accept the **minutes of the July 14<sup>th</sup>, 2016 Board meeting**, seconded by Sandy Bowling, (Exhibit B) – Motion passed.

**UCR Legislative Update** – None

**FMCSA Update** – Daphne Jefferson – Ms. Rose reported that the letters appointing members to the Board have all been completed.

**Report by Dave Lazarides, UCR Board Contractor** – Dave Lazarides –

**Audit Subcommittee** – Mike Hoeme – mentioned that he had sent out a draft copy of the functions and procedures for the Audit Subcommittee and is requesting comments back to bring forward in the September meeting.

**Procedures/Best Practices Subcommittee** – Adam Anderson – Nothing to report.

**Indiana System Subcommittee** – Sandy Bowling – Reported that the full implementation for the URS will not be until January so the MC number will still be on the application until then.

Still working on the MOU, Avelino wants to hold a conference call on it.

Sandy reported that for the first time within the next week the system will have collected over \$100 million.

Sandy Bowling moved that all states should not send any renewal notices before September 30<sup>th</sup>, 2016, seconded by Scott Morris, motion passed.

Adam Anderson and Sandy Bowling will send an e-mail out to the states to inform them not to send out renewals until September 30<sup>th</sup>, 2016 and remind them to not process registrations prior to October 1<sup>st</sup> also.

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**Revenue and Fees Subcommittee** – Larry Herold – No Report

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

**Dispute Resolution Subcommittee** – Robert Pitcher in behalf of Tina Thurman – reported that the subcommittee felt that the Board needed to answer the question of whether the Dispute Resolution Subcommittee actually has any authority to make decisions for disputes and interpretations.

Robert Pitcher moved that the Board retain the authority to make decisions on disputes arising under the agreement and to make formal interpretations, seconded by Avelino Gutierrez, Motion Passed – roll call vote 12 yes – 0 no's.

Robert Pitcher clarified that it would be better that the Board hear the whole dispute and make the decisions.

Rick Wood made the observation that Board cannot contract with someone to move its decision making authority but had not thought that that really applied to the Subcommittee's, that they act as an advisory to the Board.

Woody Chambers asked if it would then be the job of the committee to bring the subject to the Board with a recommendation.

Robert Pitcher said the subcommittee see's it in two parts. The first being just that the Subcommittee to prepare procedures by which disputes can be brought to the Board. The second thing is that the disputes and such things would be properly filed and then placed on the agenda for the Board to hear the particulars.

**Administrative Fee's Subcommittee** – Elizabeth Leaman – reported about laying the ground work on the website and had sent out a survey to committee chairs but had not received back the responses yet.

The question came up as to if this required a separate committee and who would be on that committee.

Avelino Gutierrez recommended that we make a task force for the website and have Elizabeth and Dave Lazarides take charge of it. An email would be sent out to ask for any interested parties.

**Depository Subcommittee** - Scott Morris – reviewed the registration totals (Exhibit C), reviewed the financial reports (Exhibit D & E), reviewed the new dashboard report (Exhibit F), Scott stated that they are still trying to come up with the best way to do this report. As to the situation with Illinois, they now have a budget and the money is flowing each direction now.

The issue with Pennsylvania is the comptrollers has not cut the checks.

Scott Morris reviewed the Distribution Tracker for 2015 and 2016 (Exhibit G & H).

Scot Morris brought up an issue with the Bank of North Dakota in relation to access to the accounts and signatures. Angel has resigned effective today and the Bank has sent an inquiry

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in relation to access. Scott Morris needed some guidance from the Board on proceeding with the Bank. It was decided that the Chair and the Vice-Chair will still have electronic read only access to the accounts.

Avelino Gutierrez asked if there was any Board members that would like to help Scott and Sandy Bowling volunteered to help.

### **Old/New Matters:**

Avelino Gutierrez commended Angel Oliver in behalf of the Board for all of her hard work, dedication and willingness to help out when needed. Avelino also wished her the best of luck.

Larry Herold brought up a question asking if the universe had been expanded from the 15 months out to the 24 months. The request had been made by the Board and Iteris had made that change.

Sandy Bowling brought up a good point that states need to look at their whole universe because Indiana sent out notices to Illinois and received a lot of payments from companies that had never been notified. Sandy Bowling asked that if states are not going to use the list she sends out to let her know and she won't send it to them.

A question was asked about the checks and for the most part those are electronic. A second question was if someone has to be on the Board or can they be someone like Dave. Avelino clarified that some functions have to be done by Board members and some other items can be done by non-board members.

### **Future Board Meetings:**

September 7<sup>th</sup>, 2016 2:00 pm to 5 PM and September 8<sup>th</sup>, 2016 9:00 AM to 11:00 AM EDT  
(Board only, no subcommittees)

September 15<sup>th</sup>, 2016 12:00 PM EDT

October 13<sup>th</sup>, 2016 12:00 PM EDT

November 17<sup>th</sup>, 2016 12:00 PM EST

December 15<sup>th</sup>, 2016 12:00 PM EST

February 2017 (San Diego, CA)

June 2017 (Santa Fe, NM)

The Board adjourned at 12:30 PM EDT.

Minutes approved by the UCR Board on September 15, 2016.

Adam Anderson, UCR Board Secretary

Exhibit A – Meeting Agenda

Exhibit B – Board Meeting Minutes

Exhibit C – Registration Summary

Exhibit D, E – Financial Reports

Exhibit F – Dashboard Report

Exhibit G, H – Distribution Tracker 2015, 2016