

Minutes of the One Hundred Twelfth Unified Carrier Registration Plan Board of Directors Meeting

September 15th, 2016

Tele-conference

The One Hundred Twelfth (112th) Unified Carrier Registration (UCR) Plan Board of Directors (Board) meeting was called to order by Avelino Gutierrez, Chairman at 2:00 pm EDT.

Attendance - Board of Directors:

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

Absent – Daphne Jefferson.

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

Mike Hoeme moved to accept the **meeting agenda**, which was seconded by Sandy Bowling (Exhibit A) – motion passed.

Elizabeth Leaman moved to accept the **minutes for the August 11th and the September 7th and 8th, 2016 Board meeting**, seconded by Chris Burroughs, (Exhibit B) – Motion passed.

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

UCR Legislative Update – None

FMCSA Update – Rick Woods mentioned that a resume be submitted for the nominee to replace Angel Oliver.

A discussion about the UCR universe and the whole universe being 24 months as to whether the Board had voted to change the Universe from 15 months to 24 months. It was agreed that there was no indication in the minutes anywhere.

Sandy's argument is that states need to send out notices to all active carriers, using Illinois as the example, because Indiana has been getting carriers who have never heard about the UCR requirements.

It was recommended that we leave it like it was until after the full implementation of the URS.

Avelino Gutierrez requested that Dave Lazarides looked into the criteria and whether Iteris is going on a fifteen month or twenty-four month basis.

Audit Subcommittee – Mike Hoeme – reported that some recommendations about a month ago and based upon last week's meeting the sub-committee will be getting together to work on the recommendations.

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

Indiana System Subcommittee – Sandy Bowling – all the mailing lists have been sent out and a reminder was given to not send out any notices until after October 1st.

Minutes of the One Hundred Twelfth Unified Carrier Registration Plan Board of Directors Meeting

September 15th, 2016

Tele-conference

Sandy Bowling moved that a document be made, that would be an ongoing document, to track the motions being voted on and passed by the Board, Scott Morris seconded, motion passed.

Discussion: Len Schenk volunteered to take on the task and create a database and go back to June 2006.

Sandy Bowling moved that another document be created that shows who the Board has entered into a contract with showing the name, the execution date, end date of the contract and the amount of funds agreed upon to pay, seconded by Woody Chambers, motion passed.

Adam Anderson volunteered to work with Scott Morris on this document.

Sandy Bowling moved that each contractor generate a report monthly, in the form of an invoice, that reflects the amount charges and the work with a description of the work they have completed, seconded by Adam Anderson,

Discussion: Scott Morris reminded that some of the contracts are not based upon an hourly services just a whole service provided. Also, the extra cost of a creating a report worked. Sandy revised that it should more be on the professional services contracts. Scott reminded that the fixed rate contracts, such as the accounting, were cheaper than going on an hourly type contract. It could mean we have to renegotiate some contracts.

Larry Herold agreed with were Sandy was going to make sure we are getting the bang for the buck.

Scott Morris reported that most of the fixed cost contracts are not set up to require some type of report of activity. But if the Board wants he could.

Avelino Gutierrez moved to table the motion, seconded by Robert Pitcher, motion passed.

Avelino Gutierrez reviewed the MOU document (Exhibit C). Avelino Gutierrez asked that the person representing Indiana and the person representing the Board be two separate people. Robert Pitcher brought up that the appropriate person to represent the Board would be Dave Lazarides and that we would need to renegotiate his contract next month. Dave Lazarides accepted the assignment. The change was made to the MOU in section 4.2 to read "The designee of the UCR Board".

Question was given that since the Board is going to be paying Indiana are other states going to be able to come to the Board and ask for money to help pay for their systems? Avelino Gutierrez replied that other states are allowed to operate their own systems at their own cost.

Scott Morris moved that the Board authorize the Chairman to execute the MOU with Indiana on behalf of the Board with the minor changes, seconded by Robert Pitcher, Roll Call Vote 14 affirmative no negative, motion passed.

Revenue and Fees Subcommittee – Larry Herold – No Report

Industry Advisory Subcommittee – Robert Pitcher – No Report

Minutes of the One Hundred Twelfth Unified Carrier Registration Plan Board of Directors Meeting

September 15th, 2016

Tele-conference

Dispute Resolution Subcommittee –Tina Thurman – No Report

Administrative Fee's Subcommittee – Elizabeth Leaman – reported that her and Dave Lazarides and will be working on the website. Dave has already contacted Iteris. Anybody still wanting to submit a survey need to have that done by Sept 23rd, 2016.

Depository Subcommittee - Scott Morris – Reviewed the registration summary reports (Exhibit D). Reviewed the financial reports for July (Exhibit E). Reviewed the Dashboard report with a caution that it is outdated data. Invoices are ready to go out. There had not been a distribution, but one may go out the next. Scott estimated that it will be November or December for all the states to get all their distributions that would put everyone at their caps. Scott also reviewed the operating fund (Exhibit F).

Old/New Matters:

Sandy Bowling reminded everyone when using the go to meeting to put the agency and state they work for and for the industry to put the company.

Future Board Meetings:

October 13th, 2016 12:00 PM EDT
November 17th, 2016 12:00 PM EST
December 15th, 2016 12:00 PM EST
February 5th thru 7th, 2017 (San Diego, CA)
June 3rd thru 7th, 2017 (Santa Fe, NM)

The Board adjourned at 1:45 PM EDT.

Minutes approved by the UCR Board on October 13, 2016.

Adam Anderson, UCR Board Secretary

Exhibit A – Meeting Agenda
Exhibit B – Board Meeting Minutes
Exhibit C – Indiana MOU
Exhibit D – Financial Reports
Exhibit E – Dashboard Report
Exhibit F – Operating Fund