

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

October 15<sup>th</sup>, 2015

Tele-conference

The One Hundred Second (102<sup>nd</sup>) Unified Carrier Registration (UCR) Plan Board of Directors (Board) meeting was called to order by Avelino Gutierrez, Chairman at 12:05 am MDT.

Attendance - Board of Directors:

Present – Avelino Gutierrez, Adam Anderson, Sandy Bowling, Angel Oliver, Mike Hoeme, Scott Morris, Elizabeth Leaman, Woody Chambers, Daphne Jefferson, Tina Thurman, Robert Pitcher and Larry Herold.

Absent – Chris Burroughs, Monte Weiderhold 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.

Avelino Gutierrez modified the agenda so the Despository report was moved to the end of the reports, seconded by Sandy Bowling.

Adam Anderson moved to accept the **meeting agenda**, which was seconded by Sandy Bowling. Agenda (Exhibit A) – Motion passed

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

Elizabeth Leaman moved to accept the **minutes of the August 20<sup>th</sup>, 2015 Board meeting**, seconded by Sandy Bowling. (Exhibit B) – Motion passed.

**UCR Legislative Update** – No Report

**FMCSA Update** – Daphne Jefferson – Reported that an update will be coming out with an update on the implementation of the URS.

**Audit Subcommittee** – Angel Oliver – No Report

**Procedures/Best Practices Subcommittee** – Adam Anderson – No Report

**Industry Advisory Subcommittee** – Robert Pitcher – Nothing to report as a committee – but there will be a committee meeting being held in San Diego.

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

**Dispute Resolution Subcommittee** – Tina Thurman – No Report

Avelino Gutierrez gave an assignment to Tina regarding the issues of reporting and receiving money from the State of Illinois. Illinois seems to think that forwarding the UCR money is not allowed because of the budgetary issues they are experiencing.

**Indiana System Subcommittee** – Sandy Bowling – The renewal notices were sent by email – 315,681 sent out, 255,584 delivered, 174,575 opened. On the last Monday all the postcards for the non-participating states was mailed out. There has been a positive feedback on the post card. Originally planned for 99,592 cards to send out, actually sent out 95,983. Since then

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Indiana had received 462 calls and are collecting for three years' worth on carriers that are calling in.

Sandy Bowling also reported that the system had collected \$13 million in 13 days. Sandy reported that they are getting ready to update to Internet Explorer 11 and that carriers can use google chrome to process their registrations also.

**Administrative Fee's Subcommittee** – Elizabeth Leaman – Reported on a glitch in the Concur system that people needed to make sure they put in both the beginning and ending travel dates.

Also the registration forms for San Diego has been sent out – there are only a certain number of rooms.

**Depository Subcommittee** - Scott Morris – Reported on the State Systems reports (Exhibit C). All the information has been entered into the system and are now working through the Balance Sheet. (Exhibit D). Reviewed the operating funds report showing amounts transferred into the account over the last month and the expenditures and the BBVA Compass account (Exhibit E). Reviewed the Depository expenditures.

Scott Morris reported that the invoices for July had not been sent out because of the Illinois monetary issues. So in order to send out the invoices or distribute funds every state has to acknowledge the amounts. So trying to see if we can delink that.

Past Due invoices report was given showing the states that have not made the payments for the 2014 and for the June 2015 invoices. Sandy Bowling asked if the Depository wanted her to hold the money for those states listed in the report. Scott Morris said, yes (Exhibit F).

Scott Morris gave a report on the distributions in that hopefully the issue with Illinois can get resolved until then the 2015 distribution cannot be made. Still working on the other distributions and they will come out as soon as possible.

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

Avelino Gutierrez advised the Board on the status of the contract with Dave Lazarides. It was expected that it should be finalized by the end of next week. Also provided in the hand out was the executed contract between the Board and Iteris. Avelino also reported on the status of the non-profit organization that he and Scott Morris have asked for an estimate of the cost from the law firm as to how much it would come back with their estimate to establish the non-profit. Bradley Arant and Boulton Cummings gave an estimate of \$5,000.00.

Avelino Gutierrez motioned that the Board engage the firm Bradley Arant and Boulton Cummings to provide a legal opinion addressing the use of a non-profit organization to administer the UCR Plan realizing that it was only an estimate that was provided, Adam Anderson seconded.

Woody Chambers asked if Rick Wood had looked into this.

Rick Wood reaffirmed his comments from the last Board meeting in relation to what the law has already established as to the responsibilities for the Board. He had not done much research into yet and wanted to make sure that it was okay with Daphne.

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Daphne Jefferson said she would have no problem having Rick being involved in researching and giving his opinions on this issue.

Avelino said he would make sure that Bradley Arand and Boulton Cummings had his contact information and to reach out to him.

Roll all Vote: Yes – Adam Anderson, Sandy Bowling, Woody Chambers, Tina Thurman, Daphne Jefferson, Larry Herold, Mike Hoeme, Elizabeth Leaman, Scott Morris, Angel Oliver, Bob Pitcher, Avelino Gutierrez. .

No – none

Absent: Chris Burroughs, Monte Weiderhold and Rick Schweitzer

Avelino reminded Angel that the Board was still waiting on the information from Angel on the cost from Texas on the mailing to Mexican carriers. Angel reported that it was just going out to bid and she asked for a clarification if it was supposed to be inclusive of all expenses including the printing, mailing and time.

Avelino said that that is what he understands.

Angel Oliver made a motion that Texas should be reimbursed for the printing, postage and all the work that goes into getting the mailings out to the Mexican Carriers, Scott Morris seconded.

Motion passed.

### **Future Board Meetings:**

November 19<sup>th</sup>, 2015 12:00 pm to 3:00 PM EST

December 8<sup>th</sup>, 9<sup>th</sup> 2015 in San Diego Ca.

January 31<sup>st</sup> thru February 3<sup>rd</sup>, 2015 with a joint meeting with the NCSTS. The actual Board meetings will be February 1<sup>st</sup> and 2<sup>nd</sup> in Scottsdale Az.

March 17<sup>th</sup>, 2015 12:00 PM to 3:00 PM EDT

May 12<sup>th</sup>, 2015 12:00 pm to 3:00 PM EDT

June 4<sup>th</sup> – 9<sup>th</sup> in Rhode Island.

The Board adjourned at 1:40 pm EDT.

Minutes approved by the UCR Board on 10/15/2015 .

Adam Anderson, UCR Board Secretary

Exhibit A – Meeting Agenda

Exhibit B – Board Meeting Minutes

Exhibit C – State Systems Report

Exhibit D –Balance Sheet

Exhibit E – BBVA Account

Exhibit F – Past Due Invoices