



# Unified Carrier Registration Plan

## Board of Directors Meeting

**March 6, 2025**  
**10:00 AM – 1:00 PM CST**

**Board Members Present:**

Elizabeth Leaman  
David Bauer  
Brandon Buchanan  
William Debord  
Carol Fallin  
Mike Hoeme  
Jessica Kines  
Terry Mercer  
Ryan Nance  
Mathew Perkinson  
Ken Riddle  
Crystal Stevens  
Monte Weiderhold

**Absent Board Members:**

Chris Burroughs, Corey Keating

**Others in Attendance:**

UCR: Avelino Gutierrez, Alex Leath  
FMCSA: Rick Wood, Heather MacClintock  
Kellen: Matt Manton, Tom Gooding, Michelle Hall, Tom Lawrence, John Macwan  
Seikosoftware: Lori Lefai, Toby Piquet

**UNIFIED CARRIER REGISTRATION PLAN  
BOARD OF DIRECTORS MEETING  
March 6, 2025**

**MINUTES**

- I. Welcome and Call to Order** – UCR Board Chair  
The UCR Board Chair welcomed attendees, called the meeting to order, called roll for the Board, confirmed the presence of a quorum, and facilitated self-introductions.
- II. Verification of Publication of Meeting Notice** – UCR Executive Director  
The UCR Executive Director verified publication of the meeting notice on the UCR website and distribution to the UCR contact list via e-mail on February 25, 2025, followed by subsequent publication of the notice in the *Federal Register* on March 5, 2025, Vol. 90, No. 42, beginning on page 11356.
- III. Review and Approval of Board Agenda** – UCR Board Chair  
The proposed Agenda was reviewed.  
  
A MOTION was made and SECONDED. The agenda was approved.
- IV. Approval of Minutes of the December 5, 2024, UCR Board Meeting** – UCR Board Chair  
Draft Minutes from the December 5, 2024, UCR Board meeting were reviewed.  
  
A MOTION to approve the minutes was made and SECONDED. The MOTION carried.
- V. Report of FMCSA** – FMCSA Representative  
The Federal Motor Carrier Safety Administration (FMCSA) provided a report on any relevant agency activity.
- VI. Subcommittee Reports**  
  
**Audit Subcommittee** – UCR Audit Subcommittee Chair  
  
**Update on the recent Question and Answer Session for State Auditors** – UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, and Executive Director  
The UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, and Executive Director led a discussion on the topics, value, and continuation of a series of 60-minute virtual question and answer sessions for state auditors.
- Dispute Resolution Subcommittee** – UCR Dispute Resolution Subcommittee Chair  
No report.
- Education and Training Subcommittee** – UCR Education and Training Subcommittee Chair  
The UCR Education and Training Subcommittee Chair provided an update on key projects and initiatives, including the ongoing development of the learning management program and training modules, awareness and engagement efforts for various stakeholders, and the optimization of the website and newsletter.

**Enforcement Subcommittee** – UCR Enforcement Subcommittee Chair

The UCR Enforcement Subcommittee Chair provided an update on current and planned initiatives, including efforts to enhance UCR enforcement efficiency, and recognition of states and inspectors.

**Finance Subcommittee** – UCR Finance Subcommittee Chair and UCR Depository Manager

**A. UCR Administrative Fund Update** –UCR Finance Subcommittee Chair and UCR Depository Manager

The UCR Depository Manager provided an update on the financial status of the administrative fund for the 12 months ended December 31, 2024. Additionally, the UCR Depository Manager provided an update on revenues from the 2024 and 2025 registration fees.

**B. Discussion and Possible Approval of Changes to the UCR Plan Refund Policy** – UCR Finance Subcommittee Chair and UCR Depository Manager

The UCR Finance Subcommittee Chair presented proposed changes to the UCR Refund Policy as approved by the Finance Subcommittee at its February 19, 2025, meeting.

A MOTION was made and SECONDED that the Finance Subcommittee moves approval of amendments to the Refund Policy as presented and requests the UCR Plan Board to approve these amendments. The MOTION carried.

**Industry Advisory Subcommittee** – UCR Industry Advisory Subcommittee Chair

No report

**VII. Contractor Reports** – UCR Board Chair

**UCR Executive Director Report**

The UCR Executive Director provided a report covering his recent activity for the UCR Plan including any changes in the dates of UCR meetings in 2025.

**UCR Administrator Report (Kellen)**

The UCR Chief of Staff provided a management update covering recent activity for the Depository, Operations, and Communications.

**DSL Transportation Services, Inc.**

DSL Transportation Services, Inc. reported on the latest data from the FARs program, Tier 5 and 6 unregistered motor carriers, and other matters.

**Seikosoftware**

Seikosoftware provided an update on its recent/new activity related to the UCR’s National Registration System.

**VIII. Other Business** – UCR Board Chair

The UCR Board Chair called for any other business, old or new, from the floor.

**IX. Adjournment** – UCR Board Chair

The UCR Board Chair adjourned the meeting.