



# Unified Carrier Registration Plan

## Finance Subcommittee Meeting

**July 15, 2025**

**12:00 PM – 3:00 PM EDT**

**Subcommittee Members Present:**

**Crystal Stevens, Chair**

**Mathew Perkinson, Vice-Chair**

David Bauer

Carol Fallin

Terrence Mercer

**Others Present:**

UCR: Avelino Gutierrez, Alex Leath

Kellen: Matt Manton, Tom Lawrence, Tom Gooding, Effie Panos, Michelle Hall

Seikosoft: Toby Piquet, Lori Lefai

**Board Members Present:**

Elizabeth Leaman

**UNIFIED CARRIER REGISTRATION PLAN  
FINANCE SUBCOMMITTEE MEETING  
July 15, 2025**

**Minutes**

- I. Call to Order** – UCR Finance Subcommittee Chair  
The UCR Finance Subcommittee Chair welcomed attendees, called the meeting to order, called roll for the Subcommittee, confirmed whether a quorum is present, and facilitated self-introductions.
- II. Verification of Publication of Meeting Notice** – UCR Executive Director  
The UCR Executive Director verified the publication of the meeting notice on the UCR website and distribution to the UCR contact list via e-mail on July 8, 2025, followed by the subsequent publication of the notice in the *Federal Register* on July 11, 2025, Vol. 90, No. 131, starting on page 31118.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – UCR Finance Subcommittee Chair  
The Subcommittee Agenda was reviewed. A MOTION to approve the agenda was made and SECONDED. The MOTION carried unanimously.
- IV. Review and Approval of Subcommittee Minutes from the February 19, 2025, Meeting** – UCR Finance Subcommittee Chair  
Draft minutes from the February 19, 2025, Subcommittee meeting were reviewed. A MOTION to approve the minutes was made and SECONDED. The MOTION carried unanimously.
- V. 2027 Registration Fee Analysis and Recommendation** – UCR Finance Subcommittee Chair  
The UCR Finance Subcommittee Chair provided an analysis pertaining to the setting of 2027 registration fees and a 2027 registration fee recommendation.
- A MOTION was made that the Finance Subcommittee recommends that the UCR Plan Board recommend to the United States Department of Transportation/Federal Motor Carrier Safety Administration the fee structure for the 2027 UCR Registration Year and the revenue targets as presented today. The motion was SECONDED. The MOTION carried.
- VI. Revenues from 2024 and 2025 Registration Fees** – UCR Depository Manager  
The UCR Depository Manager reviewed the revenues received from the 2024 and 2025 plan year registration fees.
- VII. Recommendation of the Finance Subcommittee for the Selection of an External Auditor to Audit the Unified Carrier Registration Plan Depository for the Year Ended December 31, 2024** - UCR Finance Subcommittee Chair and Depository Manager  
The UCR Finance Subcommittee Chair and Depository Manager provided an update on the selection of an audit firm to conduct the 2024 external audit.

A MOTION was made that the Finance Subcommittee recommends that the UCR Plan Board engage WBL as an external auditor to audit the UCR Plan Depository for the year Ended December 31, 2024, on the terms presented today. The motion was SECONDED. The motion CARRIED.

**VIII. Management Report** – UCR Finance Subcommittee Chair and UCR Depository Manager  
The UCR Finance Subcommittee Chair and UCR Depository Manager provided an update on UCR finances and related topics.

**IX. Other Business** – UCR Finance Subcommittee Chair  
The UCR Finance Subcommittee Chair called for any other items Subcommittee members would like to discuss.

**X. Adjourn** – UCR Finance Subcommittee Chair  
The UCR Finance Subcommittee Chair adjourned the meeting.