



# **Unified Carrier Registration Plan**

## **Finance Subcommittee Meeting**

July 19, 2022

11:00 AM – 3:00 PM Eastern Time

Embassy Suites by Hilton San Diego Bay Downtown  
601 Pacific Highway, San Diego, CA 92101

### **Subcommittee Members In-Attendance:**

**Scott Morris, Chair**

**Mathew Perkinson, Vice-Chair**

Terry Mercer

Bob Pitcher

Carol Fallin

Crystal Stevens

### **Subcommittee Members Absent:**

Larry Herold

David Bauer

### **Others In-Attendance:**

UCR: Elizabeth Leaman, Bill Debord, Mike Hoeme, Alex Leath, Avelino Gutierrez, Dave Lazarides

Kellen Company: Matt Mantione, Dave Scholz, Jessalynne Ku, Tom Lawrence

Seikosoft: Toby Piquet

**UNIFIED CARRIER REGISTRATION PLAN  
FINANCE SUBCOMMITTEE MEETING**

**Minutes**

- I. Call to Order** – UCR Finance Subcommittee Chair  
The UCR Finance Subcommittee Chair welcomed attendees, called the meeting to order at 11:01 am ET, called roll for the Subcommittee, confirmed a quorum was 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 11, 2022 followed by the subsequent publication of the notice in the *Federal Register* on July 15, 2022 in volume 87, number 135, starting on page 42548.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – UCR Finance Subcommittee Chair  
The agenda was reviewed, and the Finance Subcommittee took action to adopt.  
  
A MOTION was MADE by Crystal Stevens and SECONDED to approve the agenda for the July 19, 2022 Finance Subcommittee meeting. The MOTION CARRIED.
- IV. Review and Approval of Minutes from the March 31, 2022 Meeting** – UCR Finance Subcommittee Chair  
Draft minutes from the March 31, 2022 Finance Subcommittee meeting via teleconference were reviewed. The Subcommittee took action to approve.  
  
A MOTION was MADE by Carol Fallin and SECONDED to approve the minutes of the March 31, 2022 Finance Subcommittee Meeting as presented. The MOTION CARRIED.
- V. Review and Approval of 2024 and 2025 Fee Level Recommendations for Consideration by the UCR Board** – UCR Finance Subcommittee Chair and UCR Depository Manager  
The UCR Finance Subcommittee Chair and the UCR Depository Manager proposed 2024 and 2025 fee level recommendations for UCR Board consideration to be made to the Secretary of the U.S. Department of Transportation and the Federal Motor Carrier Safety Administration as required under 49 USC Section 104504a(d)(7). The Subcommittee took action to approve 2024 and 2025 fee level recommendations for UCR Board consideration.  
  
A MOTION was MADE by Terry Mercer and SECONDED that the Finance Subcommittee recommend to the UCR Board to approve the 2024 and 2025 fee recommendation as presented and as supported by the underlying calculations and documentation, subject to adjustment when July 2022 NRS actual totals are available. The MOTION CARRIED.
- VI. Development of Active Cash Management System** – UCR Finance Subcommittee Chair and UCR Depository Manager  
The UCR Finance Subcommittee Chair and UCR Depository Manager led a discussion on developing a policy regarding an enhanced cash management system designed to increase interest income earned on both administrative reserve funds and excess fees held in the UCR Depository.

**VII. Renewal of UCR contracts with contractors (Kellen and AAG3 LLC)–UCR Finance Subcommittee Chair**

The UCR Finance Subcommittee Chair presented proposed separate contract extensions between the UCR Plan and the Kellen Company (UCR Administrator) and AAG3 LLC (UCR Executive Director). The Finance Subcommittee took action regarding the proposed contract extensions.

A MOTION was MADE by Carol Fallin and SECONDED that the UCR Finance Subcommittee recommends that a contract extension between UCR and the Kellen Company be approved on the terms as discussed for 3 years with options for UCR to extend by a fourth and fifth year at the desire of the UCR Board of Directors. The MOTION CARRIED.

A MOTION was MADE by Bob Pitcher and SECONDED that the UCR Finance Subcommittee recommends that a contract extension between UCR and AAG3 LLC be approved on similar terms as the last executed contract between the parties. The MOTION CARRIED.

**VIII. Review Performance of the Three Current Pilot Projects – UCR Finance Subcommittee Chair and DSL Transportation Services, Inc. (DSL)**

The UCR Finance Subcommittee Chair and DSL reviewed the performance of the three current pilot projects and made recommendations to the UCR Board to enhance, maintain, extend, or sunset certain pilot projects.

A MOTION was MADE by Carol Fallin and SECONDED that the Finance Subcommittee recommend to the UCR Board of Directors the continuance of all 3 of the pilot projects as discussed for another 1-year term with an expiration on September 30, 2023. The MOTION CARRIED.

**IX. Update on the State of the United States Economy – UCR Finance Subcommittee Chair and a Representative from Truist Bank**

The UCR Finance Subcommittee Chair and a representative from Truist Bank led a discussion regarding the general macroeconomic trends that have emerged in 2022 as well as certain foresight into emerging forces that have impacted the United States economy and what actions the United States Government may consider to counteract economic disruptions. Discussion emphasized general macroeconomic trends relating to possible impacts on the motor carrier industry.

**X. Review of 2022 Administrative Expenses – UCR Depository Manager**

The UCR Depository Manager reviewed the expenditures of the UCR Plan for the first six months ended June 30, 2022 with the Finance Subcommittee. A presentation of a forecast for the remainder of 2022 and consequently the full year was also presented.

**XI. Preview of the 2023 Administrative Expense Budget – UCR Depository Manager**

The UCR Depository Manager provided a preview of the 2023 administrative expense budget to the Finance Subcommittee.

**XII. Other Business – UCR Finance Subcommittee Chair**

The UCR Finance Subcommittee Chair called for any other items committee members wanted to discuss. The Finance Subcommittee Chair notified committee members that the next meeting

will be a teleconference on September 13, 2022 and the final scheduled meeting will be November 15 in New Orleans, Louisiana in conjunction with the NARUC conference.

**XIII. Adjourn – UCR Finance Subcommittee Chair**

The UCR Finance Subcommittee Chair adjourned the meeting at 12:48 pm ET.