



Minutes
NMFTA Carrier Procedures Committee
October 17, 2022 – 12:45 pm
Chairman: James Faas

I. Call to Order

Chairman Faas called the meeting to order at 12:46 pm.

II. Roll Call

The following committee members were in attendance:

Seth Bauer	Glen Merkel
Joe Colapietro	Mike Morgan
Clete Cordero	Mike Murphy
Mark Davis	Todd Polen
Richard Ellis	Lloyd Rawson
James Faas – Chairman	Rob Sowers
Sheri Frieze	Paul Stegall
Steve Hartmann	Mitch Tuss
Greg Joyner	Tim Vander Pol
Chris Kast	Matt VanDerPol
Lesley Killingsworth	Jeremy Vetterkind – Vice Chairman
Greg McDermitt	Jake Whitney
Kris McLennan	

The following non-committee-members were in attendance:

Elizabeth Bickhart	Brad Owens
Jason Brown	Josh Powers
Kim Cox	Danielle Shores
Rebecca Hardiek	LaDonna Teague
John Hughes	

Staff in attendance were Allison Austin, Erin Carter, Jeff Cooper, Paul Dugent, Larissa Franklin – Staff Liaison, Ashley Gencarelli, Marli Hall, Angela Li, Caroline Lyle, Bill Mascaro, Adam Mercer, Helen Mosher, Lisa, O’Donnell, Joel Ringer, Debbie Sparks, John Talieri and Erin Topper

General Counsel is Claire Shapiro

There were no guests in attendance.

III. **NMFTA Model Carrier-Broker Agreement**

Prior to the meeting, a draft of the Model Carrier-Broker Agreement was sent to members of the Committee for their review in preparation for a vote to finalize the Agreement. Counsel Shapiro led the voting, in which Mr. Morgan made a motion to approve the Agreement. Mr. Hartman seconded the motion, and the Committee then unanimously approved it.

IV. **NMFTA Uniform Carrier Procedures (Best Practices) Publication: Detention**

Prior to the meeting, a copy of the Detention Best Practices provisions was sent to Committee members for their review in anticipation of finalizing them at the meeting. One suggested modification was received, which Counsel Shapiro presented. There was no further discussion, so Counsel Shapiro led the vote to approve the provisions, as modified. A motion was made by Mr. Vander Pol, seconded by Mr. Cordero, and unanimously approved by the Committee to finalize the provisions for publication.

V. **Claims Procedures Rules in the NMFC**

Ms. Franklin introduced this topic, which was submitted by a member of the Committee, to consider adding certain tariff verbiage to the Procedures Governing the Investigation and Disposition of Freight Claims for Loss or Damage items in the NMFC. Mr. Vander Pol extrapolated on the suggested additions, and a discussion was then held. Mr. Morgan made a motion to establish an ad hoc committee to review these suggestions, as well as other, currently published language in the Procedures Governing the Investigation and Disposition of Freight Claims for Loss or Damage provisions. The motion was seconded by Vice Chairman Vetterkind and approved by the Committee. An ad hoc committee will be established to conduct this review, and the findings will be presented at a future meeting.

VI. **Interline Procedures in the NMFC**

Ms. Franklin presented the idea to the Committee to review the Interline Procedures in the NMFC, which may need some updating, due to their age. A brief discussion was held, after which Vice Chairman Vetterkind made a motion to create an ad hoc committee to further review the current provisions and determine which, if any, revisions are needed. Mr. Vander Pol seconded the motion, and it was approved unanimously by the Committee. An ad hoc committee will be established for this review, and the findings will be presented at a future meeting.

VII. **Cybersecurity – Carrier Transportation Contracts/Rules Tariffs**

Counsel Shapiro relayed a suggestion sent by a couple of Committee members to develop language pertaining to cybersecurity protections in carrier transportation contracts or rules tariffs. A discussion was held, and it was determined that investigating and developing potential language for such contracts or agreements would be beneficial. Mr. Vander Pol made that motion, Mr. Whitney seconded, and it was then approved by the Committee. Potential language will be presented at the next meeting.

VIII. **NMFTA Uniform Carrier Procedures (Best Practices) Publication: Other Topics**

Ms. Austin requested the Committee members to provide additional topics of interest for the NMFTA Uniform Carrier Procedures (Best Practices) Publication. A

discussion was held, and a motion was made by Mr. Whitney to conduct research to see if it is possible to define limited access locations. The motion was seconded by Vice Chairman Vetterkind and approved by the Committee.

- IX. **Old Business** – There was no old business to come before the Carrier Procedures Committee.
- X. **New Business** – Vice Chairman Vetterkind requested information relating to paperless delivery receipts for hazardous materials, including if they are permitted or if there is a standard. Mrs. O’Donnell will investigate the issue.
- XI. **Adjournment** – The meeting was adjourned at 1:22 pm.

NMFTA Bill of Lading Committee
October 17, 2022 – 12:45 pm
Chairman: Scott Thomley

- XII. **Call to Order**
Vice Chairman Whitney called the meeting to order at 1:22 pm.

XIII. **Roll Call**

The following committee members were in attendance:

Seth Bauer	Lesley Killingsworth
Elizabeth Bickhart	Greg McDermitt
Jason Brown	Mike Morgan
Joe Colapietro	Todd Polen
Clete Cordero	Lloyd Rawson
Richard Ellis	Rob Sowers
James Faas	Paul Stegall
Sheri Frieze	Mitch Tuss
Steve Hartmann	Tim Vander Pol
John Hughes	Matt VanDerPol
Greg Joyner	Jeremy Vetterkind
Chris Kast	Jake Whitney – Vice Chairman

The following non-committee-members were in attendance:

Kim Cox	Mike Murphy
Mark Davis	Brad Owens
Rebecca Hardiek	Josh Powers
Kris McLennan	Danielle Shores
Glen Merkel	LaDonna Teague

Staff in attendance were Allison Austin, Erin Carter, Jeff Cooper, Paul Dugent, Larissa Franklin, Ashley Gencarelli, Marli Hall, Angela Li, Caroline Lyle, Bill Mascaro, Adam Mercer – Staff Liaison, Helen Mosher, Lisa, O’Donnell, Joel Ringer, Debbie Sparks, John Talieri and Erin Topper

General Counsel is Claire Shapiro

There were no guests in attendance.

XIV. Accessorial Modification to Bill of Lading

Counsel Shapiro presented a proposed modification to add checkboxes to the accessorial section of the bill of lading. After some discussion, a motion to eliminate the checkboxes and change the wording of the accessorial section was made by Ms. Frieze, seconded by Mr. Colapietro, and approved by the Committee.

XV. Potential Modification of Dimension Column on Bill of Lading

Mr. Mercer presented a proposed change to the density column on the bill of lading. No further action was taken on the proposal after some discussion by the Committee.

XVI. Infographic Update

Mr. Mercer presented an update on the infographic the committee has been developing for shipper education and asked for feedback on the list of topics for it to cover.

XVII. Shifting Liability Language for Incomplete Descriptions

Counsel Shapiro presented language she has developed that carriers may adopt for shifting liability for incomplete descriptions. The prepared language will be distributed to the Committee.

XVIII. Other Business

No other business was brought before the Bill of Lading Committee.

XIX. Adjournment

The meeting was adjourned at 2:00 pm.