



Unified Carrier Registration Plan

Audit Subcommittee Meeting

May 4, 2023
12:00 PM – 3:00 PM Eastern Time

Subcommittee Members Present

Mike Hoeme, Chair
Ryan Nance, Vice-Chair
Kristen Burch
William Debord
Abe Droste
Debbie Garcia
Verna Jackson
Jessica Kines
LaBrina Matthews
Rod Moser
Patrick Remfrey
Amanda Shehane

Absent Subcommittee Members

Eric Belford
Monte Wiederhold

Others Present:

UCR: Avelino Gutierrez, Elizabeth Leaman, Scott Morris, Crystal Stevens, Alex Leath
Kellen: Tom Lawrence, John Macwan, Matt Mantione, Jessie Yuhaniak
Seikosoftware: Lori Lefai, Toby Piquet

**UNIFIED CARRIER REGISTRATION PLAN
AUDIT SUBCOMMITTEE MEETING
May 4, 2023**

APPROVED MINUTES

- I. Call to Order** – Mike Hoeme, UCR Audit Subcommittee Chair
The UCR Audit Subcommittee Chair welcomed attendees, called the meeting to order at 12:02 PM ET, called roll for the Audit Subcommittee, confirmed a quorum was present, and facilitated self-introductions.
- II. Verification of Publication of Meeting Notice** – Avelino Gutierrez, 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 April 25, 2023, followed by the subsequent publication of the notice in the *Federal Register* Vol. 88, No. 85, starting on page 27956 on May 3, 2023.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – Mike Hoeme, UCR Audit Subcommittee Chair
The agenda was reviewed and approved by general consent.
- IV. Review and Approval of Subcommittee Minutes from the February 9, 2023 Meeting** – Mike Hoeme, UCR Audit Subcommittee Chair
Draft minutes from the February 9, 2023 Subcommittee meeting via teleconference were reviewed.

A MOTION to approve was made by Abe Droste and SECONDED. The motion was APPROVED unanimously.
- V. Discuss Options to Replace the Retreat Audit Program with a Program that Relies on Roadside Inspection Data** – Mike Hoeme, UCR Audit Subcommittee Chair, Ryan Nance, UCR Audit Subcommittee Vice-Chair, and Toby Piquet, Seikosoft
The UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, and Seikosoft led a discussion on options to replace the Retreat Audit Program currently utilized by the States with a roadside inspection data driven audit for non-IRP plated commercial motor vehicles and the motor carriers operating this type of registered equipment. A smaller group will meet to develop reports for Subcommittee review and share for further review and possible action in the August 10 Subcommittee meeting.
- VI. Update on Monthly Question and Answer Session for State Auditors** – Mike Hoeme, UCR Audit Subcommittee Chair
The UCR Audit Subcommittee Chair provided a summary of the May 3, 2023 UCR State Auditor Question and Answer session and led a discussion regarding the 60-minute virtual question and answer sessions.
- VII. Review States' Audit Compliance Snapshot for Registration rates Audit percentages for Years 2022 and 2023** – Mike Hoeme, UCR Audit Subcommittee Chair
The UCR Subcommittee Chair reviewed audit compliance rates for the states for registration years 2022 and 2023 and related compliance percentages for FARs, retreat audits and registration compliance percentages. A formal report of this information will be presented at the June 2023 UCR Board of Directors Meeting.

- VIII. General Review and Discussion of Audit Program** – Mike Hoeme, UCR Audit Subcommittee Chair and Ryan Nance, UCR Audit Subcommittee Vice-Chair
The UCR Audit Subcommittee Chair and UCR Audit Subcommittee Vice-Chair led discussion on auditing performance standards and direction of the program.
- IX. Other Business** – Mike Hoeme, UCR Audit Subcommittee Chair
The UCR Audit Subcommittee Chair called for any other items Subcommittee members would like to discuss. The Subcommittee discussed hosting in-person audit training sessions in conjunction with a Subcommittee meeting to happen every other year. The next Subcommittee meeting will take place on August 10, 2023.
- X. Adjournment** – Mike Hoeme, UCR Audit Subcommittee Chair
The UCR Audit Subcommittee Chair adjourned the meeting at 1:13 PM ET.