



Unified Carrier Registration Plan

Audit Subcommittee Meeting

February 9, 2023
12:00 PM – 3:00 PM Eastern Time

Subcommittee Members in Attendance:

Mike Hoeme, Chair
Ryan Nance, Vice-Chair
William Debord
Abe Droste
Debbie Garcia
Jessica Kines

LaBrina Matthews
Rod Moser
Patrick Remfrey
Amanda Shehane
Monte Wiederhold

Absent Subcommittee Members:

Eric Belford
Kristen Burch
Verna Jackson
Ingabrit Johnson

Others in Attendance:

UCR: Avelino Gutierrez, Elizabeth Leaman, Alex Leath, Scott Morris
DSL Transportation: Dave Lazarides
Kellen Company: Tom Lawrence, John Macwan, Matt Mantione, Jessie Yuhaniak
Seikosoft: Lori Lefai, Toby Piquet

**UNIFIED CARRIER REGISTRATION PLAN
AUDIT SUBCOMMITTEE MEETING
February 9, 2023**

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, 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 January 27, 2023 followed by the subsequent publication of the notice in the *Federal Register* Vol. 88, No. 22, starting on page 7130 on February 2, 2023.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – Mike Hoeme, UCR Audit Subcommittee Chair
Upon MOTION made by Jessica Kines and seconded, the proposed agenda was adopted as presented.
- IV. Review and Approval of Subcommittee Minutes from the November 3, 2022 Meeting** – Mike Hoeme, UCR Audit Subcommittee Chair
Upon MOTION made by Abe Droste and seconded, the minutes from the November 3, 2022 Audit Subcommittee Meeting were approved as presented.
- 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 Dave Lazarides, DSL Transportation
The UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, and DSL Transportation led a discussion.

Upon MOTION made by Abe Droste and seconded, the MOTION to replace the Retreat Audit Program currently utilized by the States with a roadside inspection data driven audit for commercial motor vehicles and the motor carriers operating this type of registered equipment, capped at 50 for the first year was POSTPONED until the May 4, 2023 Audit Subcommittee Meeting in order to gather more data.
- VI. Discuss Impacts of Reducing the Previous Year’s Registration Timeline for Registrants** – Mike Hoeme, UCR Audit Subcommittee Chair,
The UCR Audit Subcommittee Chair and Scott Morris, UCR Finance Subcommittee Chair, led a discussion on the potential impact to State Auditors, if the previous registration year’s registration period for registrants is reduced by three months.
- VII. Update for Hosting a Monthly Question and Answer Session for State Auditors** – Mike Hoeme, UCR Audit Subcommittee Chair
The UCR Audit Subcommittee Chair shared that the first of a series of 60-minute virtual question and answer sessions for state auditors will take place on February 22, 2023 from 12:00–1:00 PM ET. Invitations were sent on Tuesday, February 7 to state auditors and state administrators.

- VIII. Review Snapshot of State Audit Compliance Percentages for Years 2021 and 2022** – Mike Hoeme, UCR Audit Subcommittee Chair
The UCR Subcommittee Chair reviewed the state audit snapshot and asked Subcommittee members for feedback on the format and usefulness of the report.
- IX. General Review and Discussion of Audit Program** – Mike Hoeme, UCR Audit Subcommittee Chair and Ryan Nance, UCR 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.
- X. Other Business** – Mike Hoeme, UCR Audit Subcommittee Chair
The UCR Audit Subcommittee Chair shared information regarding a pilot project with Kansas state highway patrol regarding amending roadside inspections. He also shared that the next meeting of the Subcommittee will take place on May 4, 2023.
- XI. Adjournment**
The meeting was adjourned by general consent at 1:24 PM ET.