

Unified Carrier Registration Plan
Audit Subcommittee Meeting
January 27, 2020

MINUTES
OPEN TO THE PUBLIC

I. Call to Order & Roll Call

The Audit Subcommittee Chair called the meeting to order and confirmed the presence of a quorum.

II. Verification of Meeting Notice

The Executive Director verified that public notice of the meeting was posted on the UCR Plan website and distributed to the UCR contact list via email on January 15, 2020. He confirmed that the public notice of the meeting was then published in the Federal Register (Vol. 85, No. 12) on January 17, 2020.

III. Review & Approval of Subcommittee Agenda

A MOTION was MADE and SECONDED to adopt the proposed agenda. THE MOTION CARRIED.

IV. Approval of Minutes from October 16, 2019 Meeting

A MOTION was MADE and SECONDED to approve the minutes from the October 16, 2019 Audit Subcommittee meeting. THE MOTION CARRIED.

V. State Compliance Review Results

The Depository Manager reviewed a report on key findings from recently completed state compliance reviews.

Following discussion, a MOTION was MADE and SECONDED to recommend to the UCR Board that all four states that underwent a compliance review in 2019 be scored as “compliant.” THE MOTION CARRIED.

The Depository Manager then presented proposed definitions for “compliant” and “not compliant” as they pertain to future UCR state compliance reviews. A MOTION was MADE and SECONDED to recommend to the Board adoption of the proposed language as well as a two-score system. THE MOTION CARRIED.

VI. State Audit Performance Standards

The Depository Manager reviewed proposed state audit performance standards and answered questions. The Subcommittee provided several recommendations for edits and instructed the Depository Manager to incorporate these edits into a final draft.

A MOTION was MADE and SECONDED to recommend to the Board adoption of these revised state audit performance standards. THE MOTION CARRIED.

VII. Report on 2020 State Compliance Reviews

The Depository Manager reported on plans for conducting state compliance reviews for eight states in 2020 in GA, TN, IL, ID, CT, MA, WV and NC.

VIII. Communication Campaigns

The Audit Subcommittee Chair led a discussion on the need for UCR to execute carrier solicitations for states currently running limited or no campaigns of their own. A MOTION was MADE and SECONDED to recommend to the Board that UCR conduct solicitation campaigns under these circumstances. THE MOTION CARRIED.

Next, the Audit Subcommittee Chair discussed the need for UCR to execute communications to carriers identified through roadside inspections to be operating in interstate commerce but identified in MCMIS as “inactive” or “intrastate.” A MOTION was MADE and SECONDED to recommend to the Board that UCR contact these carriers in these circumstances. THE MOTION CARRIED.

IX. Potential of Additional Funding for DSL

The Audit Subcommittee Chair reviewed a proposal from DSL Transportation to fund an additional one-half full-time equivalent at \$2,000 per month for the purpose of continuing to process FARs.

A MOTION was MADE and SECONDED to recommend to the Board approval of the proposed additional funding. THE MOTION CARRIED.

X. UCR State-Carrier Audit Methodology

The Audit Subcommittee Chair reviewed proposed amendments, related to state carrier audits, for the UCR Agreement and UCR Handbook in order to align both guidance documents with current practice. A MOTION was MADE and SECONDED to recommend adoption of the proposed amendments for both documents to the Board. THE MOTION CARRIED.

XI. Report on the Depository Audit for 2017 & 2018

The Depository Manager reported that the 2017 and 2018 Depository financial audits are complete and a draft report is being reviewed by the Executive Director and UCR Board Chair.

XII. Report on the Depository Financial Statement Audit for 2019

The Depository Manager recommended that the Audit Subcommittee support a proposal from Williams, Benator & Libby to conduct the 2019 Depository audit no later than August 1 at a cost not to exceed \$16,000. A MOTION was MADE and SECONDED to recommend to the Board adoption of this proposal. THE MOTION CARRIED.

XIII. Report on FARs Results

The Audit Subcommittee reviewed a report on the FARs program. The report indicated that the program has collected nearly \$3 million since its inception.

XIV. National Registration System Updates – Seikosoft

The Audit Subcommittee heard a brief report on the performance of the National Registration System, including improvements for the audit module dashboard.

XV. Other Items – Subcommittee Chair

The Audit Subcommittee Chair called for other business. No additional items were raised.

XVI. Adjournment – Subcommittee Chair

The Audit Subcommittee Chair adjourned the meeting.