



Unified Carrier Registration Plan

Audit Subcommittee Meeting

March 25, 2021

Subcommittee Members In-Attendance

Mike Hoeme, Chair

Lydia Sahley, Vice-Chair

William Debord

Suzanne Stillwell

Amanda Shehane

Verna Jackson

Rod Moser

Jessica Barnes

Ryan Nance

Jessica Kines

Kurt Grajkowski

Inga Johnson

Abe Droste

Absent Subcommittee Members:

Robert Pitcher, Eric Belford, Crystal Boies, Nicholas Wright, Kyle Larson

States in Attendance:

AL, IN, SD, OH, PA, ME, MA

Others in Attendance:

UCR: Tamara Young, Avelino Gutierrez, Scott Morris, Elizabeth Leaman

Kellen Company: Daniel Choppa, Lori Cummings, Dave Scholz, Tom Gooding, Matt Mantione, Katherine Thurmond

Seikosoftware: Lori Lefai

DSL Transportation: Dave Lazarides

**UNIFIED CARRIER REGISTRATION PLAN
AUDIT SUBCOMMITTEE MEETING**

MINUTES

- I. Call to Order** – Mike Hoeme, Subcommittee Chair
The Subcommittee Chair welcomed attendees, called the meeting to order at 12:00 PM ET, called roll for the 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 March 17, 2021 followed by the subsequent publication of the notice in the *Federal Register* Vol. 86 No. 55 Pg. 15771 on March 24, 2021.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – Mike Hoeme, Subcommittee Chair
The Agenda was reviewed, and the Subcommittee took action to adopt the Agenda.

A MOTION was MADE and SECONDED to adopt the agenda for the March 25, 2021 Audit Subcommittee Meeting. The MOTION CARRIED.
- IV. Review and Approval of Subcommittee Minutes from the December 3, 2020 Meeting** – Mike Hoeme, Subcommittee Chair
Draft minutes from the December 3, 2020 Subcommittee meeting via teleconference were reviewed. The Subcommittee took action to approve.

A MOTION was MADE and SECONDED to approve the minutes from the December 3, 2020 Audit Subcommittee meeting. The MOTION CARRIED.
- V. Update on the Tracking of Audit Data in the DSL Focused Anomaly Reviews (FARs)** – Mike Hoeme, Subcommittee Chair
The Subcommittee Chair discussed the merits of the Subcommittee having an oversight role in the audit notes on closed audits regarding the FARs and MCS-150 retreats when there is an indication of an error or insufficient documentation to close the audit.
- VI. MCS-150 Retreat Audit Program** – Mike Hoeme, Subcommittee Chair and Dave Lazarides, DSL Transportation
The Subcommittee Chair and DSL Transportation led a discussion regarding the MCS-150 retreat audit program provided by UCR and the progress made with participating states. States may opt into the program. States will remain engaged in the audit process but may have a lesser burden of having to attend to unresponsive/unproductive retreat audits.
- VII. Review the Leasing Company Guidance for Large Leasing Companies (Penske)** – Mike Hoeme, Subcommittee Chair
The Subcommittee Chair led a discussion regarding potential conflicting guidance for these companies.

- VIII. Intrastate Carriers Processing Payment** –Lydia Sahley, Subcommittee Vice-Chair
The Subcommittee Vice-Chair led a discussion regarding intrastate carriers contacting their financial institution to withdraw payment and how this action leaves those carriers permanently on the UCR Suspension Report. The states have no way of removing them from the report. The Subcommittee discussed options for resolving this issue.
- IX. Motor Carriers with Repeated Suspended Payments for a Registration Year** – Lydia Sahley, Subcommittee Vice-Chair
The Subcommittee Vice-Chair led a discussion regarding the options for resolving these suspended payments.
- X. Motor Carriers Suspended in a Prior Year, May be Reported Suspended for the Current Year** – Lydia Sahley, Subcommittee Vice-Chair
The Subcommittee Vice-Chair led a discussion regarding carriers that were suspended in a prior registration year, then properly paid registration fees for the current year, may now show suspended for both years. The Subcommittee discussed options for the resolution of these suspended payments.
- XI. Allowing Motor Carrier to Process 2020/2021 UCR on Inactive USDOT (inactivated 2014)** – Lydia Sahley, Subcommittee Vice-Chair
The Subcommittee Vice-Chair led a discussion regarding the registrations by motor carriers using inactive USDOT numbers.
- XII. Review the Requirements for the 2020 Annual State Audit Report** – Mike Hoeme, Subcommittee Chair
The Subcommittee Chair led a discussion regarding the reports and compliance percentages for the annual state audits that are due to the Board by June 1, 2021.
- XIII. Other Items** – Mike Hoeme, Subcommittee Chair
The Subcommittee Chair called for other items Subcommittee members wanted to discuss. Two matters were discussed. The first matter regarded the definition of a commercial motor vehicle (CMV). The second matter regarded tier breakdowns should be included in the Compliance Percentages Report on the NRS. The Subcommittee agreed to review both matters in future meetings.
- XIV. Adjournment** – Mike Hoeme, Subcommittee Chair
The Subcommittee Chair adjourned the meeting at 2:02pm ET.