



Unified Carrier Registration Plan

Audit Subcommittee Meeting

May 20, 2021

Subcommittee Members

Mike Hoeme, Chair -
Lydia Sahley, Vice Chair -
William Debord -
Crystal Boies -
Amanda Shehane -
Verna Jackson -
Rod Moser -
Ryan Nance -
Jessica Kines -
Kurt Grajkowski -
Inga Johnson -
Abe Droste -

Absent Subcommittee Members:

Robert Pitcher, Suzanne Stillwell, Eric Belford, Nicholas Wright, Jessica Barnes, Kyle Larson

Others in Attendance:

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

DSL: Dave Lazarides

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

Seikosoftware: Lori Lefai

**UNIFIED CARRIER REGISTRATION PLAN
AUDIT SUBCOMMITTEE MEETING**

MEETING MINUTES

I. Call to Order – Subcommittee Chair

The Subcommittee Chair welcomed attendees, called the meeting to order at 12:00 Noon, Eastern Time, called roll for the Subcommittee, confirmed a quorum was present, and facilitated self-introductions.

II. Verification of Publication of Meeting Notice – 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 9, followed by the subsequent publication of the notice in the *Federal Register* on May 17, in volume 85, number 93, starting on page 26779.

III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules - Subcommittee Chair

The Agenda was reviewed, and the Subcommittee took action to adopt.

A MOTION was MADE and SECONDED to approve the agenda for the May 20, 2021 Audit Subcommittee Meeting. The MOTION CARRIED.

IV. Review and Approval of Subcommittee Minutes from the March 25, 2021 Meeting - Subcommittee Chair

Draft minutes from the March 25, 2021 Subcommittee meeting via teleconference were reviewed. The Subcommittee took action to approve.

A MOTION was MADE and SECONDED to approve the minutes from the March 25, 2021 Audit Subcommittee Meeting. The MOTION CARRIED.

V. MCS-150 Retreat Audit Program - Subcommittee Chair and DSL Transportation

The Subcommittee Chair and DSL Transportation led a discussion regarding the MCS-150 retreat audit program provided by the UCR Plan and the progress made with participating states. States may opt into the program. States that opt in will remain engaged in the audit process but may have a lesser burden of having to attend to unresponsive/unproductive retreat audits.

VI. Non-Participating States Unregistered Solicitation Campaign - Subcommittee Chair and DSL Transportation

The Subcommittee Chair and DSL Transportation led a discussion regarding the non- participating states unregistered solicitation campaign and the option to hire a contractor to perform this service.

VII. 2020 State UCR Audit Reports - Subcommittee Chair

The Subcommittee Chair led a discussion regarding the states upcoming obligations regarding 2020 audit reports and issue a reminder that the 2020 UCR state annual audit reports have been subject to UCR review starting on April 1, 2021.

VIII. 2020 and 2021 State UCR Registration Percentages - Subcommittee Chair and Vice Chair

The Subcommittee Chair and Vice Chair led a discussion regarding the national and states registration percentages and ways to increase the percentages.

- IX. 2021 Inspection Audits - Subcommittee Chair and Vice Chair**
The Subcommittee Chair and Vice Chair led a discussion regarding possibly requiring participating states to audit 100% of the motor carriers identified through roadside inspection. The Subcommittee took action to recommend to the Board that participating states audit all unregistered motor carriers identified through roadside enforcement.
- A MOTION was MADE and SECONDED to recommend to the Board that participating states audit all unregistered motor carriers identified through roadside enforcement. The MOTION CARRIED with one opposing vote (Kurt Grajkowski).
- X. Review the Current Focused Anomaly Reviews (FARs) Audits Assigned to the States - Subcommittee Chair and Vice Chair**
The Subcommittee Chair and Vice Chair led a discussion regarding the current number of FARs assigned to the states and consider options to increase the number of FARs assigned to the states. The Subcommittee took action to recommend to the Board an increase in the number of FARs required to be processed annually by each participating state.
- A MOTION was MADE and SECONDED to recommend to the Board an increase in the number of FAR's required to be processed annually by each participating state. The MOTION CARRIED.
- XI. Definition of Commercial Motor Vehicle for UCR Purposes - Subcommittee Chair and UCR Executive Director**
The Subcommittee Chair and the UCR Executive Director provided potential adjustments to the definition of a "Commercial Motor Vehicle" for UCR purposes. The adjustments are clarifying language that retains the definition as set forth by reference in the UCR Act (49 U.S. Code 31101.) The Subcommittee took action to adopt the clarifying language and recommend to the Board that it be used in the Handbook.
- A MOTION was MADE and SECONDED to adopt the clarifying language and recommend to the Board that it be used in the UCR Handbook. The MOTION CARRIED.
- XII. State Compliance Reviews – UCR Depository Manager**
The UCR Depository Manager provided an update on plans to conduct state compliance reviews and will remind states that have been selected for reviews in 2021.
- XIII. UCR Depository Audit for 2019 – UCR Depository Manager**
The UCR Depository Manager provided an update on the financial statement audit of the Depository for each of the years ended December 31, 2019 and December 31, 2018.
- XIV. Other Business – Subcommittee Chair**
The Subcommittee Chair called for any other items Subcommittee members would like to discuss. There was no other business brought before the Subcommittee.
- XV. Adjournment – Subcommittee Chair**
The Subcommittee Chair adjourned the meeting at 1:36 pm ET.