



Unified Carrier Registration Plan

Audit Subcommittee Meeting

August 10, 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
Verna Jackson
LaBrina Matthews
Patrick Remfrey
Amanda Shehane
Monte Wiederhold

Absent Subcommittee Members

Eric Belford
Debbie Garcia
Rod Moser

Others Present:

UCR: Avelino Gutierrez, Elizabeth Leaman, Jessica Kines, Crystal Stevens, Alex Leath
Kellen: Tom Lawrence, Matt Mantione, Jessie Yuhaniak
DSL Transportation: Dave Lazarides
Seikosoft: Lori Lefai, Toby Piquet

**UNIFIED CARRIER REGISTRATION PLAN
AUDIT SUBCOMMITTEE MEETING
August 10, 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 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 August 2, 2023, followed by the subsequent publication of the notice in the *Federal Register* Vol. 88, No. 150, starting on page 52258 on August 7, 2023.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – Mike Hoeme, UCR Audit Subcommittee Chair
The agenda was reviewed. A MOTION to approve the agenda was made by Bill Debord and SECONDED. The motion CARRIED.
- IV. Review and Approval of Subcommittee Minutes from the May 4, 2023 Meeting** – Mike Hoeme, UCR Audit Subcommittee Chair
Draft minutes from the May 4, 2023 Subcommittee meeting via teleconference were reviewed. A MOTION to approve the minutes was made by Abe Droste and SECONDED. The motion CARRIED.
- V. Discussion of Automatic Annual Renewal of UCR Registration** – Avelino Gutierrez, UCR Executive Director and Toby Piquet, Seikosoft Representative
The UCR Executive Director and Seikosoft representative led a discussion on the issues involved in the voluntary, annual, and automatic renewal of UCR registrations.
- A MOTION that the Audit Subcommittee recommends to the UCR Board that Seikosoft proceed with the development of a questionnaire on the 2024 renewal for the voluntary, annual, and automatic renewal of UCR registrations was made by Mike Hoeme and SECONDED. The motion CARRIED. Upon further discussion, the automatic renewal can be removed before proceeding in 2025.
- VI. 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, Dave Lazarides, DSL Transportation Representative, and Toby Piquet, Seikosoft Representative
The UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, DSL Transportation Representative and Seikosoft Representative led a discussion on options to replace the Retreat Audit Program currently utilized by the States with an automated roadside inspection data driven audit for non-IRP and IRP-plated commercial motor vehicles (CMVs) and the motor carriers operating this type of registered equipment.

Upon further discussion, additional review needs to be conducted and rules need to be further clarified. A MOTION TO TABLE until the November 9, 2023 Subcommittee Meeting was made by Mike Hoeme and SECONDED. The motion was APPROVED, and the item was tabled.

VII. Discuss Options to Perform a Review That Reflects a More Accurate Number of Unregistered Motor Carriers of the UCR Universe in Shadow MCMIS– Mike Hoeme, UCR Audit Subcommittee Chair, Ryan Nance, UCR Audit Subcommittee Vice-Chair, Dave Lazarides, DSL Transportation Representative and Toby Piquet, Seikosoft Representative

The UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, DSL Transportation Representative and Seikosoft Representative led a discussion on options and necessary steps for the NRS and State Auditors to review 2022/2023 unregistered motor carriers in Shadow MCMIS.

A MOTION was MADE by Mike Hoeme and SECONDED that the Audit Subcommittee recommend to the UCR Board that motor carrier universe criteria for purposes of state UCR registration percentages be based on the following items:

1. inspections within the last 365 days,
2. crashes,
3. a UCR registration date stamped within the last 365 days,
4. an MCS-150 update within the last 365 days,
5. a current IRP or IRP Monitor Updates or Commercial registration renewal within the last 365 days,
6. States KATs Observations, and
7. active corporation status.

Once vetted by the NRS and States and determined inactive, the States will inactivate the registrant in Shadow MCMIS. The motion CARRIED.

VIII. Discuss Options to Add New Compliance Initiatives to the States’ Annual Audit Reporting Requirements – Mike Hoeme, UCR Audit Subcommittee Chair, Ryan Nance, UCR Audit Subcommittee Vice-Chair

The UCR Audit Subcommittee Chair and UCR Audit Subcommittee Vice-Chair led a discussion on options to update the States’ Annual Audit Reporting Requirements beginning with the 2023 UCR Registration Year. Upon further discussion, a MOTION TO TABLE until the November 9, 2023 Subcommittee Meeting was made by Mike Hoeme and SECONDED. The motion was APPROVED, and the item was tabled.

IX. General Discussion on the Direction of the Audit Subcommittee – 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 conducted a general discussion on the current programs/projects of the Audit Subcommittee.

X. Update on Monthly Question and Answer Session for State Auditors – Mike Hoeme, UCR Audit Subcommittee Chair, and Avelino Gutierrez, UCR Executive Director

The UCR Audit Subcommittee Chair and UCR Executive Director led discussion on the value and continuation of a series of 60-minute virtual question and answer sessions.

XI. Other Business – Mike Hoeme, UCR Audit Subcommittee Chair

The UCR Audit Subcommittee Chair called for any other items Subcommittee members would like to discuss.

XII. Adjournment – Mike Hoeme, UCR Audit Subcommittee Chair
The UCR Audit Subcommittee Chair adjourned the meeting at 2:17 PM ET.