



Unified Carrier Registration Plan
Audit Subcommittee Meeting Minutes
June 30, 2022

Subcommittee Members

Mike Hoeme, Chair
Ryan Nance, Vice-Chair
William Debord
Suzanne Stillwell
Amanda Shehane
Verna Jackson
Jessica Kines
Abe Droste
Inga Johnson
Debbie Garcia
Patrick Remfrey
Kristen Burch
Eric Belford
Chip Moser

Absent Subcommittee Members:

None

Others in Attendance:

UCR: Elizabeth Leaman, Avelino Gutierrez, Crystal Stevens, Alex Leath, Tamara Young
Kellen Company: Dave Scholz, Tom Lawrence, Jess Ku
Seikosoft: Toby Piquet, Lori Lefai
DSL: Dave Lazarides

**UNIFIED CARRIER
REGISTRATION PLAN AUDIT
SUBCOMMITTEE MEETING**

**MEETING
MINUTES**

I. Call to Order – UCR Audit Subcommittee Chair

The UCR Audit Subcommittee Chair welcomed attendees, called the meeting to order at 12:00 p.m. ET, called role 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 email on June 22, 2022, followed by the subsequent publication of the notice in the *Federal Register* on June 27, 2022, in volume 87, number 122, starting on page 38263.

III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules – UCR Audit Subcommittee Chair

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

A MOTION was MADE by Rod Moser and SECONDED to approve the agenda for the June 30, 2022 Audit Subcommittee Meeting. The MOTION CARRIED.

IV. Review and Approval of Subcommittee Minutes from the April 14, 2022 Meeting – UCR Audit Subcommittee Chair

Draft minutes from the April 14, 2022 Subcommittee meeting via teleconference were reviewed. The Subcommittee took action to approve.

A MOTION was MADE by Amanda Shehane and SECONDED to approve the minutes from the April 14, 2022 Audit Subcommittee Meeting. There was a discussion about removing the word “Forced” from Section 9 and replacing with the word “Focused”. The MOTION CARRIED.

V. Additional Compliance Evaluation Tools for the Annual State Audit Progress Report – UCR Audit Subcommittee Chair

The UCR Audit Subcommittee Chair led a discussion regarding the current evaluation process for the participating states’ audit programs as required by the UCR Agreement. The Subcommittee discussed options to require states to review and close all brackets 5 and 6 unregistered motor carriers. The Subcommittee took action to approve and recommend to the UCR Board such requirements as discussed by the Subcommittee.

A MOTION was MADE by Mike Hoeme and SECONDED to recommend to the Board to authorize an additional requirement on the participating states to vet, confirm and close all brackets 6 and 5 unregistered motor carriers as a part of the annual audit procedures and that the UCR Agreement be amended accordingly. This recommendation is incremental to the existing requirements to review bracket 6 and 5 audit retreats, close 100% of Focused Anomaly Reviews (FARs), or up to a minimum of 100 FARs, and achieve an 85% compliance rating or higher for the registration year under examination.

There was a friendly amendment to change the word “close” to “complete”. The MOTION CARRIED.

VI. Potential revisions to the UCR Handbook – UCR Audit Subcommittee Chair and UCR Executive Director

The UCR Audit Subcommittee Chair and UCR Executive Director led a discussion regarding potential revisions and clarifications to the language in the UCR Handbook pertaining to the usage of the term “operated” as it relates to a motor carrier beginning operations. An update on other proposed revisions to the UCR Handbook was also discussed. The Subcommittee took action to approve proposed revisions to the UCR Handbook and recommended the revisions to the UCR Board.

A MOTION was MADE by Mike Hoeme and SECONDED to recommend to the UCR Board to approve the revisions to the UCR Handbook as presented regarding:

1. Calculating UCR Fees: Counting Vehicles
2. Non-Commercial Motor Vehicles (CMV)
3. The Significant of Applying for a USDOT Number

Includes the amendments raised by the subcommittee members. The MOTION CARRIED.

VII. Motor Carriers Operating Without an Active USDOT Number – UCR Audit Subcommittee Vice-Chair

The UCR Audit Subcommittee Vice-Chair led a discussion on how often a 49 C.F.R. Section 392.9b (Prohibited Transportation) violation occurs and how to contact operations to remedy the problem.

VIII. State Compliance Review Program – UCR Audit Subcommittee Chair and UCR Depository Manager

The UCR Audit Subcommittee Chair and the UCR Depository Manager led a discussion on program objectives and states scheduled for review in 2022.

IX. Open Discussion Regarding Ways and Means to Increase UCR Registration Percentages – UCR Audit Subcommittee Chair and UCR Audit Subcommittee Vice-Chair

The UCR Audit Subcommittee Chair and UCR Audit Subcommittee Vice-Chair led a discussion to share state resources (auditors and other contacts), leveraging partner relationships, auditing tools and other ideas to increase UCR registration percentages to promote improving fairness within the industry.

X. Maximizing the Value of the Should Have Been (SHB) and Enforcement Efficiency Tools – UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, and DSL Transportation Services, Inc. (DSL)

The UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, and DSL provided an update on the value achieved by utilizing Shadow MCMIS and other tools in the National Registration System (NRS). The discussion highlighted the financial value to the states by vetting businesses for UCR compliance, commercial registration, IFTA, intrastate, and interstate operating authority.

XI. Future Virtual Audit Training Sessions for State Auditors – UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair and DSL

The UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, and DSL led a discussion regarding the value of providing a series of 30-minute virtual audit training sessions.

XII. Future Audit Subcommittee Meetings – UCR Audit Subcommittee Chair and UCR Audit Subcommittee Vice-Chair

The UCR Audit Subcommittee Chair and UCR Audit Subcommittee Vice-Chair led a discussion regarding future virtual and in-person meetings.

XIII. Other Items – UCR Audit Subcommittee Chair

The UCR Audit Subcommittee Chair called for any other items Subcommittee members would like to discuss. No items were brought before the subcommittee for discussion.

XIV. Adjournment – UCR Audit Subcommittee Chair

The UCR Audit Subcommittee Chair adjourned the meeting at 1:54 pm ET.