



# **Unified Carrier Registration Plan**

## **Audit Subcommittee Meeting**

December 3, 2020  
Noon – 2:00 p.m. ET

Zoom Meeting and Screenshot

Meeting URL: <https://kellen.zoom.us/j/96518184622>

+1 929 205 6099

+1 669 900 6833

877 853 5247 (Toll Free)

888 788 0099 (Toll Free)

Meeting ID: 965 1818 4622

### **Subcommittee Members**

Mike Hoeme, Chair

Lydia Sahley, Vice Chair

Robert Pitcher

William Debord

Suzanne Stillwell

Eric Belford

Crystal Boies

Amanda Shehane

Nicholas Wright

Verna Jackson

Rod Moser

Jessica Barnes

Kyle Larson

Ryan Nance

Jessica Kines

Kurt Grajkowski

Inga Johnson

Abe Droste

**UNIFIED CARRIER REGISTRATION PLAN  
AUDIT SUBCOMMITTEE MEETING**

**PROPOSED AGENDA**

- I. Call to Order** – Subcommittee Chair  
The Subcommittee Chair will welcome attendees, call the meeting to order, call roll for the Subcommittee, confirm whether a quorum is present, and facilitate self-introductions.
- II. Verification of Publication of Meeting Notice** – UCR Executive Director  
The UCR Executive Director will verify the publication of the meeting notice on the UCR website and distribution to the UCR contact list via e-mail followed by the subsequent publication of the notice in the *Federal Register*.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – Subcommittee Chair  
*For Discussion and Possible Subcommittee Action*  
The Agenda will be reviewed, and the Subcommittee will consider adoption.
- Ground Rules
- Subcommittee action only to be taken in designated areas on agenda
- IV. Review and Approval of Subcommittee Minutes from the October 14, 2020 Meeting** - Subcommittee Chair  
*For Discussion and Possible Subcommittee Action*  
Draft minutes from the October 14, 2020 Subcommittee meeting via teleconference will be reviewed. The Subcommittee will consider action to approve.
- V. Independent Auditor’s Final Report (2017 and 2018)** - UCR Depository Manager  
The UCR Depository Manager will discuss the outcome of the financial statement audits for each of the 12-month periods ended December 31, 2018 and 2017 for the Depository.
- VI. NRS Testing – Penetration and Vulnerability Testing** – UCR Technology Manager and UCR Depository Manager  
The UCR Technology Director and UCR Depository Manager will recommend plans to conduct a protocol of tests of the National Registration System (NRS) to include an appropriate audit and penetration and vulnerability testing of the NRS.
- VII. Consideration of the Addition of a UCR Auditor/Enforcement Manager** – Subcommittee Chair and UCR Depository Manager  
*For Discussion and Possible Subcommittee Action*  
The Subcommittee Chair will lead a discussion considering the potential addition of a UCR Auditor/Enforcement Manager. The Subcommittee may take action to recommend to the UCR Board that a UCR Auditor/Enforcement Manager be included in the budget for fiscal year 2021.
- VIII. Guidance Regarding Steps to be Taken on Foreign Based Motor Carriers’ FARs** – UCR Subcommittee Chair  
*For Discussion and Possible Subcommittee Action*

The Subcommittee Chair will discuss the unique issues regarding Focused Anomaly Reviews (FARs) associated with Non-United States based motor carriers and motor carriers based in non-participating states. The Subcommittee may take action to recommend to the Board FARs audit procedures to be utilized by participating states for these motor carriers.

**IX. Next Steps Regarding the 2019 Audit Deficiencies by Idaho and Utah – Subcommittee Chair**

*For Discussion and Possible Subcommittee Action*

The Subcommittee Chair will discuss the next steps regarding the 2019 Audit Deficiencies by Idaho and Utah with the Subcommittee. The Subcommittee may take action to recommend to the Board that additional steps be taken against these two states.

**X. Consideration and Possible Approval of a Recommendation to the Board to Approve an Audit Contract of the NRS by RSM – UCR Executive Director**

*For Discussion and Possible Subcommittee Action*

The UCR Executive Director will lead a discussion around the consideration and possible approval of a recommendation to the Board to approve an audit contract, that includes penetration and vulnerability testing, of the NRS by RSM.

**XI. Other Items – Subcommittee Chair**

The Subcommittee Chair will call for any other items Subcommittee members would like to discuss.

**XII. Adjournment – Subcommittee Chair**

The Subcommittee Chair will adjourn the meeting.