



# **Unified Carrier Registration Plan**

## **Audit Subcommittee Meeting**

May 20, 2021  
12:00 p.m. – 2:00 p.m. ET

Zoom Meeting and Screenshot

Meeting URL: <https://kellen.zoom.us/j/97449194997>

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Meeting ID: 974 4919 4997

### **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 March 25, 2021 Meeting** - Subcommittee Chair  
*For Discussion and Possible Subcommittee Action*  
Draft minutes from the March 25, 2021 Subcommittee meeting via teleconference will be reviewed. The Subcommittee will consider action to approve.
- V. MCS-150 Retreat Audit Program** - Subcommittee Chair and DSL Transportation  
The Subcommittee Chair and DSL Transportation will lead 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 will lead 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 will lead 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 will lead a discussion regarding the national and states registration percentages and ways to increase the percentages.

- IX. 2021 Inspection Audits - Subcommittee Chair and Vice Chair**  
*For Discussion and Possible Subcommittee Action*  
The Subcommittee Chair and Vice Chair will lead a discussion regarding possibly requiring participating states to audit 100% of the motor carriers identified through roadside inspection. The Subcommittee may take action to recommend to the Board that participating states audit all unregistered motor carriers identified through roadside enforcement.
- X. Review the Current Focused Anomaly Reviews (FARs) Audits Assigned to the States - Subcommittee Chair and Vice Chair**  
*For Discussion and Possible Subcommittee Action*  
The Subcommittee Chair and Vice Chair will lead 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 may take action to recommend to the Board an increase in the number of FARs required to be processed annually by each participating state.
- XI. Definition of Commercial Motor Vehicle for UCR Purposes - Subcommittee Chair and UCR Executive Director**  
*For Discussion and Possible Subcommittee Action*  
The Subcommittee Chair and the UCR Executive Director will provide 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 may take action to adopt the clarifying language and recommend to the Board that it be used in the Handbook.
- XII. State Compliance Reviews – UCR Depository Manager**  
The UCR Depository Manager will provide 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 will provide 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 will call for any other items Subcommittee members would like to discuss.
- XV. Adjournment – Subcommittee Chair**  
The Subcommittee Chair will adjourn the meeting.