



Unified Carrier Registration Plan

Audit Subcommittee Meeting

February 20, 2025
12:00 PM – 3:00 PM Eastern Time

Subcommittee Members Present:

Mike Hoeme, Chair
Abe Droste, Vice-Chair
Kristen Burch
Joshua Clemons
Bill Deboard

Debbie Garcia
LaBrina Matthews
Patrick Remfrey
Amanda Shehane
Monte Wiederhold

Subcommittee Members Absent:

Eric Belford
Joshua Clemons

Others Present:

UCR: Elizabeth Leaman, Crystal Stevens, Ryan Nance, Alex Leath, Avelino Gutierrez
Kellen: Matt Mantione, Michelle Hall
Seikosoftware: Toby Piquet, Lori Lefai

**UNIFIED CARRIER REGISTRATION PLAN
AUDIT SUBCOMMITTEE MEETING
February 20, 2025**

MINUTES

- I. Call to Order – UCR Audit Subcommittee Chair**
The UCR Audit Subcommittee Chair welcomed attendees, called the meeting to order, called roll for the Audit Subcommittee, confirmed whether 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 February 6, 2025, followed by the subsequent publication of the notice in the *Federal Register* on February 11, 2025, Vol. 90, No. 27, beginning on page 9362.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules – UCR Audit Subcommittee Chair**
The agenda was reviewed. A MOTION to approve the agenda was made and SECONDED. The motion CARRIED.
- IV. Review and Approval of Subcommittee Minutes from the July 25, 2024, Meeting – UCR Audit Subcommittee Chair**
Draft minutes from the July 25, 2024 Subcommittee meeting were reviewed.
A MOTION to approve the minutes was made and SECONDED. The motion CARRIED.
- V. Discuss the current evaluation process for the upcoming 2024 & 2025 State Annual Audit Report – UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, DSL Transportation, and UCR Executive Director.**
The Audit Subcommittee Chair, Audit Subcommittee Vice Chair, DSL Transportation, and the UCR Executive Director led a discussion on changes made to the 2024 and 2025 evaluation process for the State Annual Audit Report.

For the 2024 audit year, States must comply with three of the five compliance initiatives:

- a. FARs closed percentage 80% in Tiers 5 & 6, for Reporting Year.
- b. FARs closed percentage 100% in Tiers 4, 5, & 6, 2025, (October – June) current year.
- c. Retreat Audits closed 60% in Tiers 5 & 6, for Reporting Year. (The Board had placed a hold on Retreats while the NRS program was being developed.)
- d. Registration percentage for Motor Carriers 85% for Reporting Year.
- e. Registration percentage for Brokers 60%, for Reporting Year.
- f. Unregistered Motor Carriers registration percentage 100% in Tiers 5 & 6, for Reporting Year.

For the 2025 audit year, States must comply with three of the four compliance initiatives:

- a. Unregistered Motor Carrier Audits, Tiers 4, 5, and 6, requiring 100% closure for the previous or Reporting Year.
- b. Retreat Audits, Tiers 4, 5, and 6, requiring 100% closure for the previous or Reporting Year.
- c. FARs Audits, Tiers 4, 5, and 6, requiring 100% closure for (October – June) current year.
- d. UCR Violation Audits, requiring 100% closure for the previous or Reporting Year.

* If a State does not receive a FARs Audit, Retreat Audit, or Violation Audit for a specific registration year, the State is considered to have complied with the specific compliance initiative.

VI. Update on the Retreat Audit Program and Consider Options for the Program During the

Renewal – The Audit Subcommittee Chair, Audit Subcommittee Vice Chair, DSL Transportation, and Seikosoft Representative.

The Audit Subcommittee Chair, Audit Subcommittee Vice Chair, DSL Transportation, and Seikosoft led a discussion on the status of the new Retreat Audit Program that utilizes roadside inspection data for an automation driven audit for non-IRP and IRP plated commercial motor vehicles (CMVs).

Specifically, three options the system could consider during renewal are:

- Stop renewal transaction if the motor carrier does not agree.
- Interrupt transaction by showing inspections and send to support for assistance.
- Allow for normal renewal and the creation of a Retreat Audit.

VII. Update the Subcommittee on the FARs Audits for the States that have signed up for the Audit Assistance Program (AAP) and discuss the program’s success in general – The Audit Subcommittee Chair, Audit Subcommittee Vice Chair, DSL Transportation.

The Audit Subcommittee Chair, Audit Subcommittee Vice Chair, DSL Transportation.

The Audit Subcommittee Chair, Audit Subcommittee Vice Chair, and DSL Transportation led a discussion on the status of the AAP, topics included:

- An updated list of participating States.
- Discuss Missouri FARs success scenario.
- Importance of States to have authority to suspend a non-compliant motor carrier.
- Outreach to delinquent States.
- At what point should the Board assume the duties of a delinquent State, (FARs, Retreat, Unregistered Tiers 4, 5, & 6 and Violation Audits).
- Additional auditor duties include:
 - New Entrant List
 - Intrastate Motor Carriers with an active MC Number
 - Should have been (SHB) Live
 - Intrastate Motor Carriers with interstate trips
 - IRP Monitor
 - Unregistered with Federal Authority
 - Unregistered Brokers
 - Unregistered Motor Carriers
 - Kentucky Activity Tracking System (KATS) List

VIII. Update the Subcommittee on the recent Monthly Question and Answer Session for State Auditors – UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair, and UCR Executive Director.

The UCR Audit Subcommittee Chair, UCR Audit Subcommittee Vice-Chair and UCR Executive Director led a discussion on the value of and topics for the next scheduled 60-minute virtual question and answer session for UCR state auditors on March 13, 2025.

IX. Other Business – UCR Audit Subcommittee Chair

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

X. Adjournment – UCR Audit Subcommittee Chair

The UCR Audit Subcommittee Chair adjourned the meeting.