



THE IFTA NEWS

International Fuel Tax Association Inc.
912 W Chandler Blvd.
Suite B-7
Chandler, AZ 85225
480-839-4382 (tel)
480-839-8821 (fax)
www.iftach.org

TAX RATE CHANGES

Listed below are the Tax Rate **Changes** for **4th Quarter 2011**. Only those jurisdictions which have changes are listed, along with the fuel type that has changed. The deadline for changes was Sept. 5 at midnight. (All rates are shown in US currency unless otherwise noted.)

	Gas	Diesel	Gasohol	Propane	LNG	CNG	Ethanol	Methanol	E85	M85	A55	BioD
MA				.2300	.2300	.2300						
WA												.3750

Inside this issue:	
Tax Rate Changes / Staff Information	1
Audit Workshop Invitation	2
Jurisdiction Communications	3
Clearinghouse Advisory Committee Vacancy/ Ballots for Vote	4
Notes from the Board	5-8
Clearinghouse and Website Updates	9
2012 Holiday Info U.S.	10
2012 Holiday Info Canada	11
Calendar of Events	12



The IFTA, Inc. Staff

Lonette Turner
CEO/CFO

Debora Meise
Senior Director

Jessica Eubanks
Executive Assistant

Amanda Koeller
Program Administrator

Jason DeGraf
Information Services Director

Tammy Trinker
Events Coordinator

Tom King
Webmaster

Richard Beckner
Program Compliance Administrator



**INTERNATIONAL
FUEL TAX
ASSOCIATION, INC.**

Manages
The International Fuel Tax Agreement

912 W. Chandler Blvd., B-7
Chandler, AZ 85225-4910
480-839-4382 / 480-839-8821 FAX



International Registration Plan, Inc.

4301 Wilson Blvd.
Suite 400
Arlington, VA 22201
(703) 522-1905
www.irponline.org

November 1, 2011

The 14th Annual IFTA / IRP Audit Workshop is hosted by the members and staff of IFTA, Inc. and IRP, Inc.; and will be held at the Tempe Mission Palms in Tempe, AZ from January 4 – 6, 2012. This year's topics were carefully selected after analyzing responses to a survey sent to all jurisdictions in May of this year. Even with the tough economic times experienced last year, nearly 150 attendees joined us in Orlando for the 13th Annual Audit Workshop.

This year's topics include: Fraud Document Training; Future of Transportation; Electronic Systems in the Marketplace (How to actually use the information to conduct an audit); Demonstration on plotting GPS pings; Report Writing; Sampling and Projection; and Auditing in the Grey.

Additionally, the Auditor 101, Advanced Auditing Techniques (formerly Auditor 301), and Managing for Compliance sessions will be held following the general session. These courses provide the only International training available for your IFTA and IRP auditors. These courses have been revamped and will utilize information provided during the general session to give your auditors an opportunity to ask questions and see how this information is used during an audit. The Managing for Compliance session will also have a couple hours devoted to implementation recommendations for the recently passed Audit Manual Re-write (IRP Ballot 371).

We would like you to consider sending members of your staff to the Workshop—and we invite you! In the past, some jurisdictions have found grants available to help defray the cost of the fees to attend this Workshop, including the FHWA Fuel Tax Evasion Grant.

Thank you for your time and consideration of this important training and networking opportunity. Hotel reservations are only being accepted through December 3, 2011. We hope to see you and your staff in Tempe!

Sincerely,

IFTA Audit Committee Chair

Dawn M. Lietz CPM
Supervising Auditor II
NV DMV/Motor Carrier
DLietz@dmv.nv.gov

Work: (775) 684-4626

IRP Audit Committee Chair

Gerald K. Jackson
Auditing Manager
WY Department of Audit
Excise Tax Division
gerald.jackson@wyo.gov

Work: (307) 777-5974

What's my Function?



Jurisdiction Communications Reminders and Updates

- All IFTA, Inc. communications are sent via your Jurisdiction Communication Lists on www.iftach.org. As personnel changes are made in your Jurisdiction, please remember to make immediate updates to your communications lists on the website.
- IFTA Inc. staff is only authorized to make changes to a Level 6—this is for security purposes. If you do have a change for Level 6, which is usually an IFTA Commissioner and voting position, please email Tom King (tking@iftach.org) or Jessica Eubanks (jeubanks@iftach.org).
- Funds Netting Lists work best when there are at least 2 recipients for each Jurisdiction. Electronic receipts are sent out monthly as money is received or distributed. Some jurisdictions have all ready started a Group email that is updated internally (kudos to AZ, ME, PA and WA for taking our advice!) – this is a great way to ensure that all of the appropriate departments are getting their information.
- Not sure what your authorization level or capabilities are? Check out the chart below, and if you still have questions, feel free to contact our office:

FUNCTION ON WEBSITE	LEVEL					
	1	2	3	4	5	6
link: www.iftach.org						
Message Board - View and Post	X	X	X	X	X	X
Jurisdiction Communication List	View	Edit	Edit	Edit	Edit	Edit
Program Compliance Reports - View Only	X	X	X	X	X	X
Annual Business Meeting Presentations - View Only	X	X	X	X	X	X
VPN Client - Download	X	X	X	X	X	X
Edit Your Profile	X	X	X	X	X	X
Tax Rate Matrices	View	View	View	Edit	Edit	Edit
Annual Report & Exemption Database – Master Control			X	X	X	X
Surveys					X	X
Decal Specifications					X	X
Add New Users to your Jurisdiction (add & edit) including Clearinghouse Authorization					X	X
Ballots - Comment Only					X	X
Ballots - Vote & Comment						X

Clearinghouse Advisory Committee

The Clearinghouse Advisory Committee (CAC) has vacancies in the Northeast and Southeast Regions. If you are interested in serving on this committee, please contact any committee member through the CAC webpage which can be found on www.iftach.org, or contact the Chair, Randy Boone at rboone@dor.in.gov.

The CAC has monthly conference calls (hosted by IFTA, Inc.) on Third Thursday at 11:00 am Eastern. Check out the Committee Charter and past meeting minutes on the Committee's webpage for more information about the CAC.

2011 Ballots

IFTA Commissioners: The voting booth will open on Monday, November 21, 2011. There are two (2) ballot proposals for your consideration. As you know the holidays are a busy time of year so please vote early!

The voting period for the two (2) Full Track Final Ballot Proposals ends on January 19, 2012.

FTPBP 01-2011

Sponsored by: IFTA Law Enforcement Committee and Jurisdiction of Illinois

Intent

The intent of this ballot is to require jurisdictions to include the license "issued date" on the license itself to assist roadside enforcement personnel, audits, legal proceedings, and eliminate the necessity to contact other jurisdictions to verify the actual date on which the license was issued. "Issued date" shall be considered the date on which a specified year's license is assigned to a licensee.

FTPBP 02-2011

Sponsored by: IFTA Audit Committee

Intent

To remove the term "one registration year". To amend the definition of "year's" by removing the word "registration" and replacing it with "license" so that it conforms with the language used to describe an IFTA licensee.



NOTES FROM THE BOARD – 4Q 2011

On October 19 – 20, 2011, the IFTA, Inc. Board of Trustees (Board) held its Fourth Quarter 2011 Board meeting. Eight Board members were in attendance. Mr. Hugh Hughson (BC) was unable to attend. Also in attendance was Mr. Robert Pitcher (American Trucking Associations, Inc.) on behalf of the Industry Advisory Committee (IAC).

Minutes from the 2Q 2011 Board meeting and Board actions by email were approved as amended. Board committee liaisons and jurisdiction Board liaisons were also reviewed. New liaison assignments were made due to the resignation of Mr. Kirk Davenport (TX) and the appointment of Mr. Ric Listella (OR). These new assignments were made as follows:

Standing Committees		
Agreement Procedures		
Ron Hester (ON), Lead	Sheila Rowen (TN), Lead	Garry Hinkley (ME), Lead
Ric Listella (OR)	Ric Listella (OR)	Patricia Platt (KS)
Dispute Resolution		
Patricia Platt (KS), Lead	Stuart Zion (CO), Lead	Garry Hinkley (ME), Lead
Hugh Hughson (BC)	Hugh Hughson (BC)	Stuart Zion (CO)
Program Compliance Review		
Rena Hussey (VA), Lead		
Scott Greenawalt (OK)		
Special Committees		
Attorneys' Section Steering		
Rena Hussey (VA), Lead	Ron Hester (ON), Lead	Patricia Platt (KS), Lead
Sheila Rowen (TN)	Garry Hinkley (ME)	Scott Greenawalt (OK)
Information Technology Advisory Committee		
Re-Audit and Re-Examination Working Group		

Jurisdictions								
Scott Greenawalt	Ron Hester	Garry Hinkley	Hugh Hughson	Rena Hussey	Ric Listella	Patricia Platt	Sheila Rowen	Stuart Zion
IN	NL	CT	AB	FL	ID	IL	AL	AZ
MO	NY	DE	BC	KY	MT	IA	AR	CA
NE	PA	ME	MB	NC	OR	KS	GA	CO
OK	NS	MA	NB	SC	UT	MI	LA	NM
ND	ON	MD	SK	VA	WA	MN	MS	NV
SD	PE	NH	VT	WV	WY	OH	TN	TX
	QC	NJ				WI		
		RI						

Mr. Jason DeGraf, Information Services Director, presented the IFTA, Inc. Clearinghouse update. The Interjurisdictional Audit Reports (IAR) database has been updated to allow all reports to be searched for in one location. Comparison totals for newly uploaded transmittal and summary data are now being sent to members via email. This is another means of informing jurisdictions of possible errors in the clearinghouse data. Members are encouraged to review this comparison data prior to funds netting. Membership is also being asked to automate their data upload entries

Data sharing and managing of data was discussed. The Board discussed the possible sharing of IFTA carrier status data with IRP. Perhaps IFTA, Inc. could research a tool allowing outside resources to make inquiries with the clearinghouse data that could be accessed in real time. Concerns regarding information sharing and confidentiality issues were noted

The Board discussed the certification announcement that appears when users log in to the clearinghouse. It was explained that a commercial certificate was not purchased due to security concerns. IFTA, Inc. will distribute an email to the jurisdictions reminding them of the certification concerns and how to accept the certificate so that it will not be a recurring issue upon signing in.

Ms. Lonette Turner, Chief Executive Officer and Chief Financial Officer of IFTA, Inc., presented a report on funds netting. The last two funds netting cycles had been prorated. This was due to system errors and the fiscal year end. The SSAE audit has been completed. A report will be provided to the Board from the auditors at the January 2012 Board meeting. A copy of this report will then be provided to membership.

After reviewing the project regarding late filers from 2010 and investigating the 2011 calendar for funds netting, it was noted that there is no real way of identifying if those late in 2010 would have benefited from the calendar revisions. During the time period where there were multiple late payments in 2011 it had been concluded that the end of the fiscal year played a vital role in this occurrence. The Board then approved the 2013 funds netting calendar. This calendar will be approved by the Board. IFTA, Inc. will publish the calendar on its secure website.

Mr. Garry Hinkley (ME) presented the Clearinghouse Advisory Committee (CAC) report. Chair, Mr. Bill Kron (MS) is considering retiring from the committee due to scheduling conflicts and time constraints. Additionally, the CAC has a vacancy in the southeastern region.

Mr. Tom King, Webmaster, provided a demonstration of the IFTA, Inc. website. He informed the Board that an electronic evaluation of the IFTA Managers' and Law Enforcement Workshop is available for all attendees to complete online. Attendees were asked to complete this form by October 31. The IFTA / IRP Audit Workshop registration packet has also been posted to the website.

Tutorials are also available on the secure website. These tutorials include what to do if your domain name changes, adding new users by email, and adding new users quickly. There are several other tutorials to assist users with utilizing the website. A jump feature is slowly being rolled out on levels 5 and 6 and the committee pages as well. This feature allows a user with multiple accounts to log in under one IFTA account and then "jump" to another account with a single click. A one-click method is also being finalized that would allow users to view all new messages with one click.

A prototype web page was viewed by the Board. This web page will house the organization's documents as well as the Board and IFTA, Inc. staff members. The Board was quite receptive to this concept. Other documents being drafted include committee volunteer forms for the standing and special committees. These forms will be available through the committee web pages and, upon completion, an alert will be sent to IFTA, Inc. informing them of a new volunteer to the committee.

Events Coordinator, Mrs. Tammy Trinker, presented the IFTA Meeting update. The Board approved IFTA, Inc. to pursue an Attorneys' Section Meeting contract in the near future. Additionally IFTA, Inc. will look into hosting a Board and committee chair's meeting in conjunction with an upcoming Annual IFTA Business Meeting.

Dates for the 1Q 2012 Board meeting were revised. This meeting will now be held January 25 – 26. The Board will also look into scheduling a combined IFTA and IRP Board meeting in October 2012. A hotel contract for the 2013 IFTA Managers' and Law Enforcement Workshop is actively being pursued.

Ms. Sheila Rowen (TN), Board Liaison, presented the Audit Committee (AC) report. The committee has a vacancy in the Canadian region. The committee has established an informal working group to continue reviewing the Audit Manual. With the passage of IRP Ballot 371, the working group is looking at developing ballot language to incorporate relevant language into the IFTA Audit Manual. Another working group established by the committee is reviewing the Board's charge related to P600.

Planning for the 2012 IFTA / IRP Audit Workshop is well underway. This workshop will be held January 4 – 6 at the Tempe Mission Palms hotel in Tempe, AZ. GPS instruction and technology will be a big part of the upcoming workshop.

Senior Director, Mrs. Debora Meise, reported that the scheduling of dates for the 2012 program compliance reviews has been completed and that the review team selection is progressing. Volunteers for the program compliance reviews are getting difficult to procure. It was noted that, under P1230, all member jurisdictions are required to participate in their appropriate share of reviews each year. Webinars for e-review training are in the process of being developed.

Ms. Rena Hussey (VA), Board Liaison to the Program Compliance Review Committee (PCRC), reported that eleven reviews conducted in 2010 remain open and one jurisdiction had been issued a Final Determination of Non Compliance. Six reviews from 2009 remain open. With the completion of the Board's charge to review the Program Compliance Review Guide, the committee is working with the Agreement Procedures Committee (APC) regarding tax return language in P700. The PCRC has also decided to expand their committee membership so that it mirrors that of the other standing committees. As a result, the committee is looking for representation from the Canadian provinces.

Ms. Patricia Platt (KS), Board liaison, presented the Dispute Resolution Committee (DRC) report. The committee has been working diligently on the charge from the Board. In Action Item 3.5, the Board asked the committee to determine and clarify "the authority of the DRC and the Board regarding resolution of disputes." Much discussion was had regarding the dispute resolution process (DRP) and the authority of the DRC and the Board regarding monetary relief. In accordance with the DRP it is stated that "the committee has full discretion regarding any matter pending before it unless otherwise provided in these procedures." The DRC had provided a detailed analysis of the issues it had discussed concerning this issue. The Board will continue its review and provide a written response to the DRC. Concluding the committee report, the Board approved the request to extend Mr. Rick LaRose's (CT), term by another full two-year period as Chair. Additionally the Board approved Mr. Gary Bennion (Con-Way, Inc.) to replace Mr. John Jabas (FleetLegal) on the DRC.

Mr. Pitcher presented the Industry Advisory Committee (IAC) report. Several IAC members are active on other committees such as the DRC, ITAC, and RRWG. Additionally, the IAC remains involved in the preparation of the IFTA / IRP Audit Workshop in 2012. Industry will assist in the presentations of electronic on board recording devices as related to a motor carrier's requirements. The committee is also working to create a Strategic Plan that would be similar in context to the IFTA, Inc. Strategic Plan. Some of the issues outlined in the IAC plan include promoting cooperation and trust with their partnerships, meeting the needs of their customers regarding technology, expanding knowledge base, and enforcement of compliance.

A ballot proposal was presented by the IAC. This ballot proposal would permit the issuance of decals to be optional by membership. It is the position of the committee that the decal is not a means of enforcement of IFTA but does generate revenue for jurisdictions which assess a fee for the decals. The committee recognizes this revenue outlet and believes that membership should be allowed to either continue providing the IFTA decal or not providing the IFTA decal without being found out of compliance.

Mr. Ron Hester (ON), Board liaison to the APC, presented this report. The IFTA Managers' and Law Enforcement Workshop was held October 5 – 7 in Mesa, AZ. More than half of those in attendance were first time attendees. While there was no quorum for the committee to conduct business, the committee had a successful and full open committee meeting during the workshop. The

committee now has a vacancy in the western region due to the appointment of Mr. Listella to the Board.

The Law Enforcement Committee (LEC) report was presented by Mr. Hinkley, Board liaison. The LEC also held an open committee meeting during the IFTA Managers' and Law Enforcement Workshop and the LEC did have a quorum to conduct business. It was the decision of the Board to dissolve the charge to the committee regarding the promotion of law enforcement by creating a marketing plan. It was determined that the committee continues to promote law enforcement through the workshop and the successful compliance initiative held in both March and May. Committee vacancies exist in both the southeast and northeastern regions. Currently committee charter limits the committee to 15 members. .

The 2012 Attorneys' Section Steering Committee (ASSC) officers were then appointed. The Board approved the appointments of Mr. Clark Snelson (UT) as Chair, Mr. Paul Bourget (ME) as Vice Chair, and Ms. Carolee Johnstone (CA) as the ex-officio. The committee is looking into planning another Attorneys' Section Meeting in the future. An Attorneys' newsletter is also being considered.

Board liaison, Mr. Hester, presented the ITAC report on behalf of Chair, Mr. Scott Miller (KS). A subcommittee was established to work with the LEC in regards to the roadside enforcement charge from the Board. A questionnaire is being drafted to assist in this endeavor.

The Board reviewed a flow chart presented by the Re-Audit and Re-Examination Working Group (RRWG). This chart outlined when a Final Report is issued following an audit conducted by the base jurisdiction. Through this process both the licensee and affected jurisdictions would review the preliminary report and have ample time to approve or object to the findings. Conceptually this is the process that the Board would like to see pursued so that the endless loop could eventually be removed from the audit process.

The Board reviewed the IFTA, Inc. Strategic Plan and revised some of the dates associated with the action items. Mrs. Meise reviewed the 2011 IFTA ballots. The second comment period is underway and concludes November 4. The ballot deadlines for 2012 have been set. Ballot proposals for 2012 will be due at IFTA, Inc. by March 27, 2012. IRP has five open ballot proposals for Board seats. In region I, Mr. Robert Idle was chosen as the next IRP Board member while Ms. Cathy Beedle won in region III and Mr. Greg Dal Ponte won region IV. The audit review ballot has closed and was passed by membership while the charter bus ballot proposal did not pass.

Reviewing the 2013 decal specifications, the Board moved to add the word "approximately" to the border requirements. This section will now read: decals are to have a white border approximately 1/8 inch thick. The revised 2013 decal specifications were then approved.

Much discussion was had regarding the Canadian proposed pilot project for audit counts. This pilot project was drafted as a result of discussion of FTPBP #3-2011 at the 2011 Annual IFTA Business Meeting. That ballot was withdrawn following that meeting. The purpose of the proposed pilot project is to evaluate certain enforcement, educational, and compliance activities to determine if they could contribute towards the audit requirements of a jurisdiction. IFTA, Inc. and the Board will draft a formal letter of response back to the Canadian provinces.

Hosting of the IFTA / IRP Audit Workshop and a combined IFTA / IRP Managers' and Law Enforcement Workshop were discussed. It was proposed by the IRP, Inc. Board of Directors that IFTA, Inc. would be responsible for hosting the IFTA / IRP Audit Workshop and IRP, Inc. would be responsible for hosting the IFTA / IRP Managers' and Law Enforcement Workshop. The Board will notify IRP, Inc. that the Board agreed, but would like to have a two-year trial period beginning in 2014. At the conclusion of this trial period a survey of both the IFTA and IRP memberships would be conducted to determine if the trial should become permanent.

Ms. Turner presented the IFTA, Inc. financial report. She reported that the organization remains fiscally sound. Discussion of sponsorship at the IFTA meetings was reviewed. It was the decision of the Board that a survey of membership be conducted to determine if sponsorship during a meeting would be permissible or hinder attendance.

The Board discussed the proxy situation during the 2011 Annual IFTA Business Meeting. It was decided that a valid phone number be provided by the IFTA Commissioner of a jurisdiction submitting a proxy so that they can be reached at any point during the business meeting. This will provide a means of direct communication with the proxy holder and the jurisdiction regarding onsite voting and language amendments that may affect their final vote on the issue.

Concluding the business discussions the 4Q 2011 IFTA, Inc. Board of Trustees meeting was adjourned.



Committee Volunteer Forms

As the Board of Trustees directed I have added a few more Committee Volunteer Forms to the secure levels.

The new volunteer forms are:

- DRC
- ITAC
- CAC

I also created a new menu for the IFTA, Inc. administrators to be notified immediately when a form was submitted with a navigation menu to check who has volunteered for which committee.

Committee Updates

The following Committee Meeting Minutes have been updated since the October issue of the IFTA News:

- Board of Trustees
- Audit Committee
- Law Enforcement Committee
- Agreement Procedures Committee

Voting Booth

The Voting Booth will be open for Commissioners to vote on Full Track Ballot Proposals #1 and #2 on November 21st. You'll have 60 days to vote on the ballots.

IFTA, Inc. Clearinghouse Update

jdegraf@iftach.org

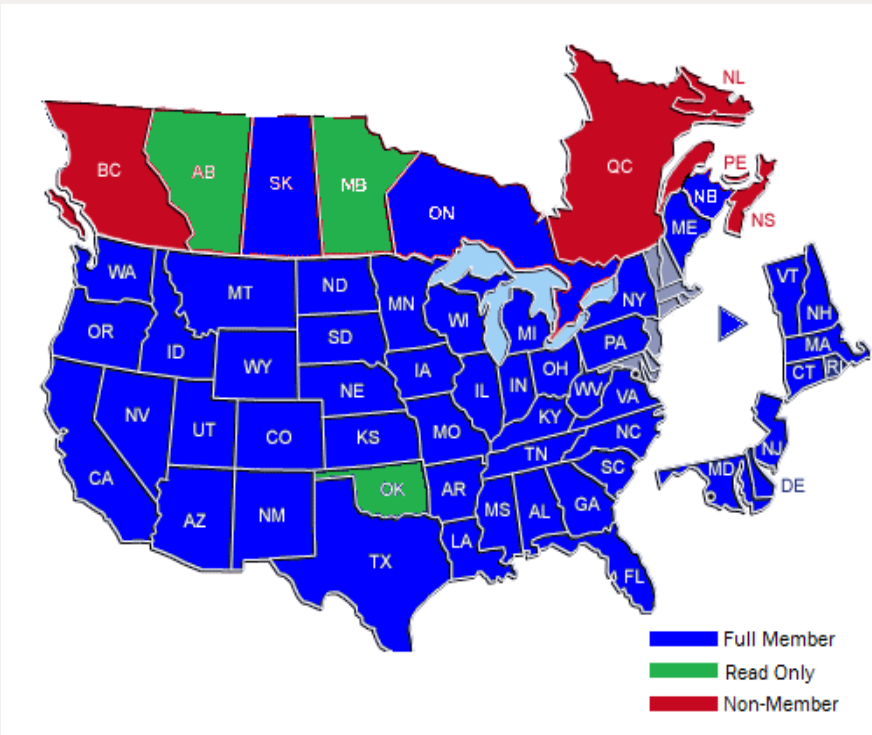
Sharing Taxpayer Status

Earlier this month we sent out an e-mail requesting that IFTA, Inc. share Suspended Carrier data with NLETS. There are already 35 Jurisdiction sharing Revoked carrier data with NLETS. It was realized by the Clearinghouse Advisory Committee that Suspended was also being used by some jurisdictions instead of the Revoked status. Therefore the request was made to also share the Suspended status where applicable. Deadline for your answer to the request is December 15th.

In the future IFTA, Inc., the CAC and the ITAC will be requesting that the IFTA, Inc. Clearinghouse share more data with law enforcement. This will require IFTA, Inc. generating and formatting data to feed to the various enforcement tools available. Please stay tuned for more on this in the near future.

Quality Control

A recent Quality Control survey was conducted that focused on the Demographics portion of the Clearinghouse. For the great majority of jurisdictions the data is flawless. We have identified a few issues and your Jurisdiction will receive notice of any errors soon. In some of the cases we may only be requesting a full baseline refresh, to clear out old data and replace it entirely with new data that has been properly formatted.



IFTA, Inc. 2012 Holiday Schedule (offices closed)

January 1 Observed January 2	New Year's Day	
January 16	MLK Day	
February 20	President's Day	
May 28	Memorial Day	
July 4	Independence Day	
September 3	Labor Day	
October 8	Columbus Day	
November 11 Observed November 12	Veterans Day	
November 22-23	Thanksgiving	
December 24-25	Christmas Holiday	

2012 Canadian National Holidays (offices closed on these dates)

January 1 New Year's Day

Observed January 2



April 6 Good Friday



April 9 Easter Monday



May 21 Victoria Day



July 1 Canada Day

Observed July 2



August 6 Civic Holiday
(Provincial)



September 3 Labor Day



October 8 Thanksgiving Day



November 11 Remembrance Day

Observed November 12



December 24-25 Christmas Holiday



December 26 Boxing Day
(Observed)





UPCOMING MEETINGS

2012

IFTA/IRP Audit Workshop
January 4-6, 2012
Tempe, Arizona

IFTA, Inc. Board Meeting
**January 25-26, 2012*
Chandler, Arizona

IFTA, Inc. Board Meeting
April 18-19, 2012
Chandler, Arizona

IRP Annual Business Meeting
May 16-18, 2012
New Orleans, Louisiana

FTA Annual Meeting
June 17-19, 2012
Washington, DC

Annual IFTA Business Meeting
July 18-19, 2012
Grand Rapids, Michigan

IFTA Managers'/Law
Enforcement Workshop
September 12-14, 2012
Mesa, Arizona

IFTA, Inc. Board Meeting
October 17-18, 2012
Chandler, Arizona



Visit us on the Web

www.iftach.org

**denotes date change*

