

IFTA AUDIT COMMITTEE MINUTES

MAY 12, 2020

Jurisdiction Representatives:

Beth Duda-Rel, Chair, AZ
Kelly Heaton, Vice Chair, AR
Regan Johnson, MB
Marsha Douglas Roy, QC
Joel Foreman, NE
Lynden Landholm, KS
Betsy McCabe, NV (absent)
Bille Pierson, ID (absent)
Christopher Lawson, NJ (absent)

Mason Simpson, TN
Lynn Resides, PA

IFTA Board Liaisons:

L. Michael Romeo, CT
David Nicholson, OK (absent)

IFTA Inc., Advisors:

Maria Coronado (absent)
Debbie Meise

Minutes: Lynn Resides

Roll Call:

Betsy McCabe, Bille Pierson, Christopher Lawson, David Nicholson and Maria Coronado were not present.

Approval: Joel Foreman made motion to accept minutes, Mason Simpson seconded. The motion passed without dissent.

Updates

IFTA/IRP Workshop:

Workshop Survey: Beth, the surveys are coming back and most of them are positive, at this point using responses as planning for next session. Marjorie Hughes is compiling the responses by groups for breakout group suggestions sessions or workshops for focus groups

Debbie: No venue yet, not until they make physical trip to possible locations, might be able to travel to sites in June dependent on restrictions.

Kelly: They have gotten approval for a keynote speaker and are producing a list of topics for the next workshop. IRP Business meeting was cancelled.

The question was raised if the workshop would even be happening next year?

Debbie: it may depend on the August commissioners meeting, those contacted for the February meeting are working virtually like Zoom or something similar.

Kelly noted that he is aware of weekly meetings taking place with Zoom and it is capable of handling large groups.

Debbie said they are researching procedures for using video conferencing, but one of the issues is the time zones involved which may be hard to overcome.

Mason stated that they are using WebEx in TN and invited Debbie to sit in on one of their meetings to see how it performs, but regardless we are to keep moving forward with planning for next year's workshop.

Beth: they are planning a vendor's hall and breakout session for GPS/ELD for audit purposes. At the Houston meeting Chester supplied list of vendors which was updated by Beth and sent to us.

Lynden: remarked that the list was very helpful.

Marsha: stated she has been researching and studying ELDs and had these observations:

Are the products based on the ELD rules and combining telemetric to try and satisfy customer? What data are they trying to capture and for how long, could be only related to what report they ran? There could be possible omissions, errors, exceptions and abnormalities and check should be run on weekly basis to find problems and to correct them right away. It is possible depending on frequency of recording the device maybe using an algorithms which generates odometers, the system may be keeping extreme data points and adjusting odometers to Latitude & longitude points not to ECM. These adjustments are made due to weather, altitude change, lack of coverage etc. Also the manufacturers of these products are using scientific language where auditors are using accounting language. Auditor should ask supplier for a base line information to use as cross reference.

Lynden: good points maybe there should be a hand out to bring these concerns to auditor's attention.

Beth: good idea

Joel: systems are doing formulas with odometers not from ECM.

Marsha: systems are using algorithms to get odometers, but it only works if the system is capturing latitude and longitude in sufficient quantities. That depends on what report is run based on customer request. Could be differences due to low battery, device is improperly mounted, calibration is incorrect causing inability to get precise measurements.

Beth: please share your findings with GPS Standardized Data Output Working Group.

Marsha: we should develop audit based questionnaire that the customer could give to the suppliers which would allow the customer to know if the unit complies with the IFTA requirements. There is a Geo-Tab video that is available which has a guide to IFTA compliance.

Best Practices Guide (BPG): Lynden & Lynn no update.

Joint IFTA/IRP Audit Manager Roundtables:

Beth: meeting is scheduled for end of May, topic ideas, COVID – 19 questions send to Debbie.

Lynden: suggested thoughts about working from home, could lead to member discussion.

Board Update: L Michael Romeo conference call was completed April 28 & April 29 remotely.

There are two (2) ballots, to change denominator for voting to remove non-active jurisdictions, and a proposal of the attorney section. Four (4) members are up for re-election. Working on agenda for ABM will be finalized by August. Bylaws updated and proposal to modernize

GPS Standardized Data Output Working Group: no update

Board Charges-Industry Advisor on calls: Dennis Vanderslice volunteered to be the industry liaison and will attend June call.

Education update: Beth sent e-mail for recommendations/charge to review all training material on web site and see if it needs updating.

IFTA Inc. Update: Committee update, research electronic delivery of training and goals, have results to Debbie by July 1. Volunteers needed to go through Webinars on website to see if updating is needed.

Debbie: not detail just thoughts, wants and needs resent after assimilation.

Beth: webinar check for updating.

Debbie: IRP webinars need done and corrected.

Beth: members should read e-mail that gives the boards charge and should have something e-mailed to her by next call.

Debbie: IFTA is moving to new location and transferring all material, on goal IFTA Inc. good shape.

New Business: Lynn: any thoughts on reducing the 3% requirements due to the COVID-19 shutdown of many jurisdictions.

Debbie: the 3% audit number can be carried over a 5yr period to make up for what was missed in previous years. More worried about Canadian jurisdictions that have not been members for long.

Marsha: no audits being done in her jurisdiction due to quarantine.

Kelly: could be written up and cited for not making your numbers

Debbie: do not worry about that yet, management will be addressing this issue and everybody is affected.

Lynden: There is an ongoing dispute resolution for an IRP audit in which the licenses is challenging the software used by Maryland to convert GPS info into audit program.

Marsha: the software convert Latitude and longitude readings into usable data for audit.

Kelly: AR is using ProMiler audit router

Joel: discussed going back to office to work at end of month, some employees going in occasionally to get printed materials. Conversation with numerous people regarding how phone calls are made so that your personal number is not available to others. Some jurisdictions provide cell phones for

their people to use others use their personal phones. Same with WiFi some use home service others through provided cell phones. Could be possible round table topic in the future.

Beth ask for motion to adjourn.

Mason made motion to adjourn, Marsha seconded the motion. Motion carried.