

IFTA AUDIT COMMITTEE MINUTES

August 11, 2020

Dial in #: (866) 906-7447

Conference ID: 9179391#

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
Bille Pierson, ID
Christopher Lawson, NJ
Mason Simpson, TN
Lynn Resides, PA

IFTA Board Liaisons:

L. Michael Romeo, CT
David Nicholson, OK

IFTA Inc., Advisors:

Debbie Meise
Carmen Martorana

Minutes: Kelly Heaton

Roll Call: Present: Beth Duda-Rel, Kelly Heaton, Marsha Douglas Roy, Joel Foreman, Lynden Landholm, Bille Pierson, Mason Simpson, Lynn Resides, Michael Romeo, Debbie Meise, and Carmen Martorana

Approval: Approval of July minutes with corrections made by Marsha. Motion made by Lynden and second by Mason; all in favor of approval.

Updates:

IFTA/IRP Workshop – Beth and Kelly to provide updates

The planning committee is proceeding with a schedule for an “In Person” workshop sometime in April or May of 2021. The committee is always looking for breakout ideas and scenarios. There is still a couple of open slots and the committee hopes to fill these slots with presentations involving interviewing techniques or sampling and projecting. Carmen indicated that the board will make a decision on the workshop at their October 2020 meeting.

Best Practices Guide (BPG) – Lynn and Lynden sent a proposal to Dave and they are working on determining which parts will be included in the body of the guide and which will be included as an appendices. Debbie pointed out that they will need to be sure and include all of the proper revision dates on the final copy and that she will be helping them with everything after the ABM.

Joint IFTA/IRP Audit Manager Roundtables –Next call August 25 and 26 – Send topic ideas to Debbie.

Board Update – The board is concentrating on the upcoming ABM and Michael stated the ABM will be online and carried out in 2 separate 3 hour sessions to accommodate time zones. Some of the items on the schedule include 1) election/reelection of 4 board members; 2)PCRC recommendation on the 3% requirement due to Covid-19; 3)Ballots on how to calculate votes and making the Attorney’s section a standing committee; 4)Untaxed fuel; 5)Budget approval.

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GPS Standardized Data Output Working Group: Beth provided the following update from David, "The Team has come up with some proposed language changes for Electronic Record Keeping Systems. The current proposed language involves decimal point readings for Lat/Lon and time intervals between captured readings. We are now discussing requirements for Summaries. There has not been a consensus from the Team Members as to timeframes that would be required. We will continue with this discussion during our next call and it may be possible that we would reach out to the community for their thoughts and opinions".

Industry Advisory Committee (IAC). No one on this call, scheduled to be on the September call.

IFTA, Inc. Update – Monica provided some insight on the education system. IFTA and IRP boards have narrowed the choices for a Learning Management System (LMS) to 5-6 vendors and feel like all of the systems are very good. The LMS will be joint system capable of handling topic and certificates for only IRP, only IFTA, and both. The system can be accessed through both the IFTA and IRP websites. There is a possibility that a vendor will be chose by November and once a vendor is chosen it will take time to build content.

Debbie updated on ABM attendance and stated that she was waiting until after the ABM to produce the next IFTA News.

New Business: Kelly ask how many jurisdictions have a set percentage to help determine if records are inadequate. Many referenced Heidi's document regarding Nebraska's use of the 25% for determining if records are inadequate. Marsha stated they use 30%.

Motion to adjourn - Bille motion, second by Marsha, with all in favor.