

IFTA AUDIT COMMITTEE MINUTES
January 8, 2019
Dial in #: (866) 906-7447 Conference ID: 9179391#

Jurisdiction Representatives:

Beth Duda-Rel, Chair, AZ
Dave Nicholson, Ex-Officio, OK
Joel Foreman, NE
Kristie Zanis, NH (absent)
Betsy McCabe, NV (absent)
Rayna Ware, TN

Kelly Heaton, Vice Chair, AR
Vacant – West
Lynden Landholm, KS (absent)
Marsha Douglas Roy, QC
Bille Pierson, ID
Jesse Taylor, MD

Board Liaisons:

L Michael Romeo, CT
Mark Byrne, NE

IFTA Inc., Advisors:

Debbie Meise (absent)
Maria Coronado
Monica Halstead

Volunteer to take minutes – Rayna

Roll Call: Absentees noted above

Approval: Approval of December 11, 2018 meeting minutes. Joel made a motion to approve. Kelly seconded. The motion carrier without dissent.

Updates:

IFTA/IRP Workshop – The planning committee is still working on the presentations. The presentations should be sent out to presenters by this Friday (January 11). Presentation materials are due on the 18th. Renee mentioned in her AC call last week that presenters could get together before the workshop to plan their presentations. Beth said we can get with Debbie Meise about setting up a call.

Beth reviewed final breakout presentations and presenters. Audit 101, Joel and Wayne; Audit 301, Betsy, Jesse, and Heidi; Manager, Kelly and Chester. Renee is compiling all presentations. Kelly is waiting to hear from Chester. Jesse will follow up with Heidi. Beth verified the Ice Breaker is ready.

Adequate/Inadequate, Marsha and Rayna; Electronic Records, Rick, Bille and Lynden; Audit Potpourri, Kristie, Stacey and Charlie LeFew. Marsha hopes to have PowerPoint ready today. Bille has not heard anything about hers. Beth is submitting electronic records scenarios to Renee. Kelly stated that he has reviewed the PowerPoints and they are all very detailed, and we will just need to become familiar with the content. There will not be any trouble filling up time.

Beth reviewed final general session presentations and speakers. Town hall topics can be sent by text to Renee's phone. Workshop wrap up will have AC members as panel members. Spokesperson should be selected to discuss best

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takeaways and most talked about issue or questions. The Joint AC meeting is from 2:30-4.

Beth solicited topics for the IFTA Audit Committee meeting. The meeting will be used to discuss the committee's future plans. If anyone has any topic ideas, they can email to Beth.

Kelly suggested requesting someone from the IRP committee to volunteer for the adequate/inadequate breakout if Diana could not make it. Marsha and Rayna were both open to that.

Beth reminded everyone to provide \$10 to Helen for the drawings.

Joint Training Sessions – These will be discussed at the joint AC meeting.

AC Vacancies – Kristie is rolling off at end of February. The volunteers will all be present at the audit workshop. Beth and Kelly will meet them and possibly go out to dinner one night and bring recommendations to the committee. Beth suggested that they come to joint meeting or IFTA meeting. On how members are selected, David mentioned selecting volunteers from jurisdictions that have not been represented. If there are several candidates, volunteers can be discussed among the committee.

Board Update – Michael said the next board meeting is January 23-24 and he should have more information at the February meeting for any board directives. Also wants to remind the jurisdictions that voting ends in January. Only 22 jurisdictions have voted for the full track ballot. This ballot establishes a firm cutoff date or lock down for tax rate changes.

New Business:

David brought up a suggestion made by Kelly to list all members alphabetically and just go down the line for selecting who will be taking minutes at each meeting. Kelly will make list and publish for everyone.

Monica said that Tammy emailed possible survey for workshop. Monica is sending out survey to the AC. It will be discussed at the audit workshop planning meeting next Wednesday.

Rayna gave a follow up on the fuel question that she emailed to the AC.

Kelly asked about reply all or reply to just one when questions are emailed to the entire committee. All who spoke were in agreement with reply all.

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Dave suggested everyone provide day, time arriving to AZ so that we can coordinate and save on costs. Beth will get something together.

Bille asked about check in. Beth said anyone is welcome to join check in on Monday from 1-5. They will be putting together welcome bags, meeting materials and Renee is coordinating the breakout/name tags. The presenters' meeting is on Monday from 5-7.

Kelly asked if final agenda would be posted on website. Beth will get back with on this.

Beth reminded us to let Debbie know if we need a conference call and she will get that set up.

Adjournment: Jesse motioned to adjourn and Joel seconded the motion. Motion carried without dissent.