

IFTA AUDIT COMMITTEE MINUTES

March 12, 2019

Dial in #: (866) 906-7447

Conference ID: 9179391#

Jurisdiction Representatives:

Beth Duda-Rel, Chair, AZ
Kelly Heaton, Vice Chair, AR
Dave Nicholson, Ex-Officio, OK
Joel Foreman, NE
Mason Simpson, TN
Betsy McCabe, NV
Bille Pierson, ID
Regan Johnson, MB

Lynn Resides, PA

IFTA Board Liaisons:

L. Michael Romeo, CT

IFTA Inc., Advisors:

Maria Coronado
Monica Halstead

Minutes: Joel Foreman

Roll Call/Welcome-Introductions: Beth welcomed the three new committee members (Mason Simpson, Regan Johnson, & Lynn Resides), and discussed the format of our monthly meetings. All of them shared some information about their backgrounds. All other present committee members also gave a brief background.

Approval: Motion made by Betsy and seconded by Regan to approve the February 8, 2019 minutes, with expansions to the acronyms. Motion carried.

Updates:

IFTA/IRP Workshop – Beth & Kelly have received the survey results, and they will discuss these with the IRP committee chair & vice-chair next week. Betsy asked if the survey results could be shared with the rest of the committee. Monica said this should not be a problem. Beth said they would discuss this with the IRP committee and then made a decision. Monica stated that overall the comments were positive.

Best Practices Guide (BPG) – Beth stated that only one person had e-mailed some example survey questions, and asked that everyone else send their three example questions to her.

Global Positioning System (GPS) Standardized Data Output Working Group – The question discussed was whether the audit committee would be in favor of supporting/co-creating a working group to detail standardization of GPS data for audit use. Betsy volunteered to be part of this working group, if approved. Beth also stated that one of her employees would be a good candidate for this working group. David stated that he thought it would be a good idea. Kelly asked about how many would be on the working group, and David suggested two from each audit committee and 1 - 3 from industry. Kelly motioned and it was seconded by Betsy to present this to the IFTA Board. Michael stated that this was already one of their charges.

Joint Training Sessions/Webinar Series – Betsy reported that all of the webinars had been completed, and were on the websites. She said the process had taken two years, and they now plan to wait for two years, and then determine if there should be some new topics. Monica said that webinars are part of the IFTA Board's strategic plan, so Michael would probably have more

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information later. Regan asked if a webinar could be created for new carriers, and this was discussed.

IRP had proposed having joint audit committee and audit manager huddles (meetings) to have better communication. This would be possibly be held on a quarterly basis. Kelly suggested trying it for one year, and then evaluating it for participation and effectiveness. Both Kelly and David shared concerns about the logistics, since the IFTA & IRP regions are not the same. Beth will let IRP know that we are interested.

Follow-up on Industry Questions – Regarding the question from Joe Dian in IN about finding large amounts of unreported fuel with “inadequate” records, David suggested allowing credit up to the reported gallons, and then adjusting the MPG as needed. Regarding the question from the service provider about mileage program discrepancies, Beth sent a response that you would always have discrepancies between software programs unless you had specific addresses.

Board Update – Michael reported that the Board will be meeting in April to discuss their strategic plan. They are currently working with some professors and have 6 objectives that will give them some direction. He will be able to share more information after the April meeting. Once the strategic plan is developed, it will be posted.

IFTA, Inc. Update – Monica said she thought the audit workshop went very well. She encouraged us to keep coming up with new ideas, and to ask IFTA, Inc. for help. She also stated that the 2020 workshop will be held at the Marriot Mission Valley in San Diego, CA, during the week of February 10.

New Business: Kelly requested that the new committee members provide their e-mails and cell phone numbers to they could be added to the master list. Kelly will also update the list of who takes minutes for each meeting, since Marsha was unable to take the minutes today.

Adjourn: Motion by Betsy and seconded by Joel.