

IFTA AUDIT COMMITTEE MINUTES

June 11, 2019

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
Jesse Taylor, MD

Mason Simpson, TN
Lynn Resides, PA

IFTA Board Liaisons:

L. Michael Romeo, CT
David Nicholson, OK

IFTA Inc., Advisors:

Maria Coronado - Absent
Monica Halstead
Debbie Meise

Minutes: Bille Pierson

Roll Call: Noted above.

Approval: Approval of May 14, 2019 meeting minutes was postponed with pending changes. Send any changes or comments to Beth via email. After the updates have been received, corrected minutes will be posted for an email vote of approval.

Updates:

IFTA/IRP Workshop – Progress update - Beth is working with Tammy on rooms for the breakout sessions. Bille and Regan volunteered to help, along with two IRP audit committee members, for the Icebreaker session (Debbie suggested using on-line information for ideas). Beth is working on smartphone apps (that will work with other phones too) for polling during breakouts to keep participants more engaged. Beth reported agenda and logistics are currently being addressed and topics will be next. Suggested topics include Peer Review Requirements & Findings, a presentation from the Electronic Standardization Working Group, a Keynote Speaker on Future of Transportation, Industry presenting Electronic Audits and Small/Large Fleets, Regional Breakouts with set questions discussed in the Wrap-up session. Other topic ideas included Audit Reports, I95 Corridor Project (or a West organization), and Case Study (during a breakout). Auditing 101 and Managers 301 will be optional sessions. Monica said go ahead with plans for a Keynote Speaker which will be paid through sponsorships (Debbie is very good at attaining sponsorships). Send additional topic ideas to Beth, Kelly, Michael, or David.

Best Practices Guide (BPG) – Survey responses – Lynden will compile the survey responses into main themes and post them on the IFTA message board. Betsy will post her previously email responses on the message board too. Beth's auditors are using it more, it's a good tool, but have found items referenced in the appendixes are missing. Kelly is using the guide for training purposes. Discussion was held about the location of the guide on the IFTA website. Currently the guide is public, should a login be used to access? The IFTA website is currently being redesigned and the board will need to decide the best location for the guide.

IFTA AUDIT COMMITTEE MINUTES

June 11, 2019

Dial in #: (866) 906-7447

Conference ID: 9179391#

Joint IFTA/IRP Manager Huddles - Beth to give update – An update will be given following the first call. Monica explained the Huddles should mirror the IRP Manager Huddles and Debbie will be hosting the calls through IFTA. The calls will start this summer and the need for monthly or quarterly Huddles will be decided after the calls begin (IRP Managers have reduced their calls from monthly to quarterly).

Board Update – Michael will give an update – The Conflict of Interest Policy has been completed. Industry affiliate IFTA audit committee membership is in the beginning stages of discussing issues and what industry is looking for. The Board has an interpretation for multiple licenses that will be sent prior to the ABM in a package to IFTA Commissioners, along with a white paper of industry support. ABM tentative agendas are out, and registrations will begin Friday, June 14, 2019. Beth and Kelly are working on the IFTA Audit Committee presentation for the ABM.

GPS Standardized Data Output Working Group: Includes eight people: 2 members of each IFTA and IRP audit committee (all joint IFTA/IRP shops), 1 auditor (from Arizona), 3 industry representatives and 1 board representative (David).

IFTA, Inc. Update – Monica will give an update – Debbie is working hard to get the ABM registration out by Friday (June 14).

New Business:

Questions ask of the Audit Committee:

Inadequate Records – Answers varied on reducing and increasing MPG and which quarters the 20% should be applied.

Fuel Tax Not Charge – Discussion was held regarding tribal locations are not all tax-paid.

Electronic Vehicles – Discussion was held about how States are planning to handle and how electricity is measured.

Kelly made a motion to adjourn the conference call. Seconded by Lynden. Motion passed.