

**CAC Monthly Meeting** | Thursday, April 16, 2020 | 11:00 AM (E.S.T.)  
(Clearinghouse Advisory Committee)

**Attendance:**

Kalyn Gomez	Ron Hester	Lauri Smith	Alicia Ruiz
Drew Clark	James Mutch	Audrey Lawson	Nicholas Coughlin
Megan Powers	Rodney Richard	Dany Couillard	Jason DeGraf
Tom King	Carmen Martorana	Debbie Meise	

Absent: Melvina Allen, Tammy Trinker, Monica Halstead

**Review/Approval of February 20, 2020 Call Minutes**

Ron Hester motioned to approve the minutes with no edits. Motion seconded by Drew Clark.

**CAC Membership**

All vacancies have been filled, thanks to Debbie.

**Action Item:** Pursue filling 1<sup>st</sup> and 2<sup>nd</sup> Vice Chair positions.

**Funds Netting: Jason**

Netting will not occur until May.

A new 2020 Clearinghouse Funds Netting Calendar has been published.

**IFTA CAC Board Charge Update**

The Committee discussed creation sub-committee to research platform alternatives, capture advantages and disadvantages of each. A reasonable deadline should also be established. A document listing platform ideas has already been created though more review and comment is needed to make an informed recommendation.

**Quality Control Transmittal Sub-Committee Update**

No update; Meeting scheduled for April 22, 12p EST.

Need to determine a day/time to schedule recurring meetings and get the group back on the calendar permanently.

**Quality Control Demographic Sub-Committee Update**

No update; Next meeting calendared for April 20, 11a EST.

**CAC Action Plan for 2020**

Not likely to have a face-to-face meeting anytime soon due to COVID-19 circumstances.

**Clearinghouse Best Business Practices Committee Update**

Email notification announcing the Best Practices Guide has been sent.

**Effect on Surcharge Rows on FHWA Form 551M Update**

Jason to review emails for updates.

**New Business: Open Discussion**

Everyone is still submitting data timely.

Ron – commends The Board for stepping up and modifying the netting calendar to help while jurisdictions adjust to staffing changes.

**Next CAC Call:**

May 21, 2020

Motion to adjourn: 1<sup>st</sup> Drew Clark, 2<sup>nd</sup> Lauri Smith

Meeting Minutes recorded by Audrey Lawson