

CAC Monthly Meeting | Thursday, October 17, 2019 | 11:00 AM (E.S.T.)
(Clearinghouse Advisory Committee)

Attendance:

Chris Keil	Melvina Allen	Jennifer Blumhagen
Heidi Durbin	Rodney Richard	Kalyn Gomez
Lauri Smith	Alicia Ruiz	Monica Halstead- IFTA, Inc.
Jason Degraf- IFTA, Inc.	Tom King- IFTA, Inc.	Craig Lyon

Absent: Monique Williams Bettina Naylor

Minutes:

Typo in CAC action plan who should be which. This will be corrected and sent to Tom.
Jennifer Blumhagen motion to approve minutes from the 08/22/19 meeting.
Seconded by Heidi Durbin

IFTA, Inc. Board Update:

The board meeting is meeting is coming up in the next week. They will be discussing the best practices guide.

CAC Membership:

The CAC welcomed Carmen Martorana as the new CEO of the IFTA. We have not distributed CAC membership announcement yet for the NE region.

Funds Netting:

U.S. Funds were \$ 21,830,902.0
Canadian funds were \$ 2,163,707.92
No issues were had.
Ron motioned for the funds netting calendar to be given to the board, Jennifer seconded.

Quality Control Sub-Committee Update

Jason will be discussing arising issues with subcommittee when they have a chance to get together.

Clearinghouse Best Business Practices Committee Update:

The best practices guide was sent out for review before going to the board. Kalyn motioned for it to go to the board and Jennifer seconded. Monica will need the best practices guide, addendum, and calendar to present to the board.

CAC Action Plan:

The action plan has not been updated. We need to determine the priorities in the action plan. Action plan items will be worked on in each sub-committee group. Chris will get with Monica to determine which group will handle what. Bettina was told she could not be the lead of the Demographics subcommittee and Alicia volunteered to lead the Transmittal subcommittee. The group still needs to email Chris as to which group they would like to participate in as each group should have at least four members. Monica would like to see subcommittee charters, this way when new members are acquired they can see what each subcommittee is focusing on and where it will be heading.

IFTA Ballot FTBP #01-2019:

The IFTA ballot is open for second comment period. The second commenting period ends October 21, 2019. Chris believes only 14 jurisdictions have commented on the ballot. We need to get our jurisdictions out there to comment so it passes.

Clearinghouse Access Agreement:

There were some minor changes for the access agreement. QC had asked for changes in the signature wording. QC is starting the translation and believes they can possibly join IFTA October 2020. The access agreement is out and available to be reviewed, commented and passed. Please make sure your commissioner votes so the ballot passes.

New Business:

Chris want ideas for a face to face work meeting once we start getting back into everything. Chris liked the idea of having our face to face meeting while a workshop or meeting is going on. She mentioned having it while the Audit workshop was going on, Monica stated that the board would also be having a meeting at that time and it might not be possible. Chris would like to know when would be a good time of year and if we believe the meeting should be one day or two days. Alicia expressed March would not be a good month as they are doing March madness and she will be going roadside. Ron stated the more time for approval the better. June was mentioned as this would be a least busy time of year. Monica also suggested utilizing additional resources such as video conferencing.

Monique has been asked to chair next month's meeting as Chris will be busy hiring and training new employees.

Action Item:

Reach out to Chris for which sub-committee to be on.
Let Chris know your thoughts on the face to face.

Next CAC Call:

November 21, 2019
Minute Taker: Alicia Ruiz

Motion to adjourn: Melvina motioned to adjourn, Ron seconded the motion.