

SECOND QUARTER 2019
IFTA, Inc. Board of Trustees Meeting
April 23 – 25

Board Members:

Stephen Nutter, President	Virginia Department of Motor Vehicles
Scott Bryer, First Vice-President	New Hampshire Department of Safety
Antoinette Tannous, Second Vice-President	Revenue Quebec
Trent Knoles	Illinois Department of Revenue
Craig Lyon	Saskatchewan Ministry of Finance
David Nicholson	Oklahoma Corporation Commission
Rodney Richard	Arkansas Department of Finance
L. Michael Romeo	Connecticut Department of Revenue Services
Helen Varcoe	Montana Department of Transportation

IFTA, Inc. Personnel:

Monica Halstead	Business Supervisor
Jason DeGraf	Information Services Director
Maria Coronado	Membership Services Officer
Tom King	Webmaster
Debora Meise	Senior Director
Tammy Trinker	Office and Events Administrator

Others in Attendance:

Robert Pitcher	American Trucking Associations, Inc.
Tim Adams	IRP, Inc. CEO
Dennis Vanderslice	ARI Fleet, Industry Advisory Committee Chair
Dr. Sean Nicholson-Crotty	University of Indiana School of Public and Environmental Affairs (SPEA)

- 1) **Call to Order** – *Mr. Stephen Nutter (VA), IFTA, Inc. Board of Trustees (Board) President*
 - a) Mr. Nutter called the meeting to order.
 - b) All current Board members were in attendance.
 - c) Mr. Nutter recognized Mr. David Nicholson (OK) who assumed the vacated position held by Mr. Mark Byrne (NE).
 - d) Mr. Tim Adams, CEO of IRP, Inc., Mr. Robert Pitcher, ATA, and Mr. Dennis Vanderslice, ARI Fleet and Industry Advisory Committee (IAC) Chair also attended this three day meeting.
 - e) Guest speaker Dr. Sean Nicholson-Crotty, University of Indiana School of Public and Environmental Affairs (SPEA), reviewed the Strategic Plan in depth with the Board.

2) Board Governance Training – Mr. Nutter

- a) The Board reviewed the January 2018 Board Governance Training materials originally presented by Ms. Lisa Lumbard (Lumbard & Associates).
- b) This material is currently available on the secure IFTA, Inc. website on the Board’s message board.

Motion: Mr. Scott Bryer (NH) moved that, at the October 2019 Board meeting, a day be added to the regularly scheduled Board meeting for the purpose of conducting a Board Governance Training. Mr. Trent Knoles (IL) seconded this motion. This motion was amended following discussions.

- c) It was noted that any member from the Board which participated in the original training could facilitate this training.
- d) The original training was a single day.
- e) The documents relative to the original Board Governance Training are living documents that should be reviewed by the Board and updated accordingly.

Amended Motion: Mr. Bryer amended his motion to identify the October 2019 Board meeting and that the training could be facilitated by a Board member who attended the original Board Governance Training. This training would be attended by the entire Board including the newly elected Board members. Ms. Antoinette Tannous (QC) seconded this motion. The motion was approved.

3) Approval of Minutes – Mr. Nutter

- a) First Quarter 2019 Board Meeting Minutes

Motion: Mr. Bryer moved to discuss the minutes from the First Quarter 2019 Board meeting. Ms. Tannous seconded the motion.

- i. Amendments were made to the minutes.

Motion: Mr. Bryer moved to approve the amended minutes. Mr. Knoles seconded the motion. The motion passed.

- b) Board Actions by Email – January – March 2019

Motion: Mr. Bryer moved to approve the email actions between January and March 2019 as well as the Consent agenda. Mr. L. Michael Romeo (CT) seconded the motion. The motion passed.

- i. It was clarified that Mr. Nicholson would assume the liaison assignments previously assigned to Mr. Byrne during the previous Board meeting.
- ii. The Consent Agenda included reports from the Attorneys’ Section Steering Committee (ASSC), Audit Committee (AC), Clearinghouse Advisory Committee (CAC), Law Enforcement Committee (LEC), and the Program Compliance Review Committee (PCRC).

4) Executive Committee Update – Mr. Nutter

a) Mileage Based User Fee (MBUF)

- i. The Executive Committee (EC) attended the I-95 Corridor meeting held in conjunction with the IFTA/IRP Audit Workshop in February 2019.
- ii. The purpose of this meeting was to explore MBUF as it may relate to the clearinghouse activity.
- iii. A pilot project has been established and includes qualified motor vehicles under IFTA.
- iv. While there have been no immediate advances the Board was asked to stay abreast of this situation and be aware of any progress.
- v. American Trucking Associations (ATA) is involved with this project to assist with any difficulties that might arise.
- vi. Industry is not in favor of a mileage based tax.
- vii. Those involved with the I-95 Corridor are open to continuing discussions and education in both the IRP and IFTA.

b) Learning Management System (LMS)

- i. Mr. Bryer and Mr. Nutter met with Mr. Adams and Ms. Dawn Lietz (NV), IRP, Inc. Board of Directors Chair, to review and initiate joint IFTA and IRP partnership efforts regarding a learning management system.
- ii. A plan of deployment has been developed.

c) IFTA Clearinghouse Position

- i. The EC is actively pursuing an appropriate position for future operations in enhancing the IFTA Clearinghouse.
- ii. Feedback from industry personnel has been positive for this addition.
- iii. A decision regarding this position will be made prior to the finalization of the IFTA Strategic Plan.

d) Conflict of Interest

- i. This policy will be reviewed and updated by the Board.
- ii. All Board members will be required to sign this policy and review it on an annual basis.

e) Straw Poll Vote During the 1Q19 Board Meeting

Motion: Mr. Bryer moved to discuss this straw poll vote and the decision of industry members in committee membership. Mr. Nicholson seconded the motion.

- i. A straw poll was taken during the January 2019 IFTA Board meeting which referenced industry participation on IFTA committees.
- ii. The straw poll permitted non-voting industry representation on an IFTA committee and included the restriction that the representative would not participate during closed or censored discussions.
- iii. The Board was in favor of industry membership in a non-voting capacity and instilling guidelines regarding representation during confidential issues.
- iv. Concern was expressed as to whether or not the IFTA, Inc. Bylaws (Article VI) would need to be amended should this position be approved.

- v. Membership would need to ratify the amended Bylaws should the Board approve this position.
- vi. Affiliate membership was discussed.
- vii. Concern for sponsors seeking affiliate membership was noted.
- viii. The Board considered a subcommittee to review the issue of affiliate membership.

Motion: Mr. Bryer moved to formalize the straw poll made during the 1Q19 Board meeting regarding industry personnel on IFTA committees as non-voting members. This motion was clarified by Ms. Helen Varcoe (MT) and seconded by Mr. Nicholson. Following discussions, Mr. Nicholson withdrew his second and Mr. Bryer withdrew his motion.

Motion: Mr. Bryer moved to create a subcommittee of Board members to review the levels of participation by industry in IFTA. Mr. Nicholson seconded the motion. The motion was approved.

- ix. Members of this subcommittee will include Mr. Rodney Richard (AR), Mr. Romeo, and Mr. Vanderslice.

5) IRP, Inc. Update – Tim Adams (IRP, Inc.), CEO

- a) IRP, Inc. Board of Directors officers are:
 - i. Ms. Dawn Lietz (NV), Chair
 - ii. Mr. Jeff Hood (IN), Vice Chair
 - iii. Mr. Jay Sween (WI), Treasurer
 - iv. Mr. Kevin Davis (ID), Secretary
 - v. Mr. Scott Greenawalt (OK), Past Chair
- b) The IRP Board of Directors is considering changing the rotating position term to an at-large position.
- c) IRP ballot 412 became effective January 1, 2019.
- d) This ballot no longer requires carriers to maintain paper cab cards. Given this, carriers are being recommended to carry paper identification.
- e) The format of the electronic cab card must be accurate, accessible, and legible, including the bar code data.
- f) The IRP Board is working on building a strategic path forward as their community is facing changes and preparing for what the future brings in the transportation community.
- g) IRP membership wants their Board to be proactive in shaping the Plan's and IRP, Inc.'s future.
- h) An additional IRP Board meeting is being scheduled in late July 2019. These dates and location is currently being negotiated.
- i) Future initiatives for IRP that are supported by membership include the following:
 - i. IRP Clearinghouse – 80% of membership thought this initiative was important
 - ii. EVOC – 82% of membership thought this initiative was important
 - iii. LMS – 70% of membership thought this initiative was important
 - iv. IRP/IFTA Efficiencies – 66% of membership thought this initiative was important.
- j) IRP has contracted with the Kentucky Transportation Center from the University of Kentucky to provide project management consulting services.

- k) Three working groups have been established regarding modernization:
 - i. Modernization Project Working Group
 - ii. Modernization Oversight Working Group
 - iii. Finance Working Group
- l) An EVOC proposed ballot to accommodate electronic credentials process has also been submitted and is available on the IRP, Inc. website. This ballot identifies what data needs to be in the electronic record and provide data via the IRP clearinghouse for law enforcement at roadside. This ballot is currently open for comment.
- m) A new IRP, Inc. website was launched in March 2019. This website is more user friendly, flexible, and easier to navigate.
- n) Upcoming IRP events include:
 - i. IRP Annual Meeting – May 7 – 9 in Louisville, KY
 - ii. IRP Board of Directors Spring Meeting – May 6 and 10 in Louisville, KY
 - iii. IRP Board of Directors Fall Meeting – October 2 – 3 in Lake Tahoe, NV

6) Industry Update – Dennis Vanderslice, ARI Fleet and Industry Advisory Committee Chair

- a) Industry participation on IFTA committees continues to be an item of discussion for industry.
- b) The committee had been charged by the Board to work with IRP regarding GPS standardization pertaining to definitions and requirements. A presentation was made at the recent Audit Workshop and will be presented at the IRP Annual meeting.
- c) White Paper regarding the Consensus Board Interpretation (CBI)

Motion: Mr. Bryer moved to discuss the white paper. The motion was seconded by Mr. Romeo.

- i. The IAC drafted a white paper regarding the Board’s CBI decision during the Fourth Quarter 2018 Board meeting.
- ii. The CBI addressed the issue of multiple licenses issued either by more than one jurisdiction or from a single jurisdiction.
- iii. It was noted that the best practice would be a single license to be issued from a carrier’s base jurisdiction.
- iv. The Agreement does not currently prohibit more than a single license. Further, the Agreement does not prohibit a jurisdiction from denying a carrier multiple licenses. If ratified, the CBI would indicate that the organization will permit a single carrier could hold multiple licenses.
- v. It was clarified that the CBI does not amend the Agreement language but shows a consensus of an interpretation of the current language.
- vi. The white paper indicates the value of the Board to be proactive and submit a document outlining what was done and the reason the Board reached their consensus. It was felt that, without this explanation, membership would not ratify the CBI, which requires two-thirds membership support.
- vii. Mr. Bryer, Mr. Romeo, and Ms. Varcoe volunteered to draft the Board’s white paper by the end of May.

- viii. Upon completion of the Board's white paper, both the IAC and Board white papers will be released to membership by email.

Motion: Mr. Nicholson moved to approve a subcommittee including Mr. Romeo, Ms. Varcoe, and Mr. Bryer to draft a white paper outlining the Board position for presentation at the Annual IFTA Business Meeting. Mr. Richard seconded this motion. The motion passed.

- d) CBI regarding Non-Receipted Fuel
 - i. The IAC presented a CBI to the Board for consideration regarding non-receipted fuel.
 - ii. It was the decision of the Board to review and discuss this issue during the 4Q19 Board meeting to allow the Board ample time to review the issue.
 - iii. This issue will also be presented during the IAC meeting held in conjunction with the Annual IFTA Business Meeting.

7) IFTA, Inc. Team Reports – *IFTA Team*

- a) Budget and Business Report - *Monica Halstead, IFTA Business Supervisor*
 - i. Budget format is currently being updated so that it is more legible and less cumbersome.
 - ii. A T-bill investment will begin with the upcoming funds netting cycle as a test month and provide an additional opportunity for IFTA, Inc. to increase income.
 - iii. Cross training has been ongoing and successful to ensure multiple persons are aware of any given procedure regarding the funds netting process.
 - iv. A co-working space is being researched to reduce expenses of the quarterly Board meetings.
 - v. Upon review and discussion of the IFTA, Inc. tenant lease for B-6, it has been clarified that notice to vacate cannot be given until the end of 2019 and cannot be vacated until the end of 2020.
 - vi. The Board was asked to consider the option of subleasing B-6.
 - vii. IFTA, Inc. is considering outsourcing meeting venue research to a third party, Meeting Expectations, which is similar to Conference Direct.
 - viii. IFTA, Inc. secured hotel contracts for both the 2020 IFTA/IRP Audit Workshop and the 2021 Annual IFTA Business Meeting at the Marriott Mission Valley in San Diego, CA.

- b) Meetings Update – *Tammy Trinker, IFTA Office and Events Administrator*
 - i. IFTA, Inc. secured hotel contracts for the 2020 IFTA/IRP Audit Workshop and IFTA Attorneys' Meeting at the Marriott Mission Valley in San Diego, CA. The dates of the Audit Workshop will be February 11 – 13 and the Attorneys' Meeting will be February 11 – 12.
 - ii. IFTA, Inc. secured a hotel contract for the 2021 Annual IFTA Business Meeting at the Marriott Mission Valley in San Diego, CA. This meeting will be August 18 – 19.
 - iii. The 2020 quarterly Board meetings were briefly discussed. The Board was provided with a document outlining the hotel expenditures for these events.
 - iv. IFTA, Inc. has been researching hotel options for the quarterly Board meetings for the purpose of guest rooms only and hosting the actual meeting at an off-site meeting venue. One such location being researched is The Forum, which could accommodate a fully functioning and provided event.

- v. IFTA, Inc. requested direction from the Board regarding contracting for the 2020 quarterly Board meetings.
- c) Tech Update – *Jason DeGraf, Information Services Director*
- i. The main office move was completed with minimal interruptions to the IFTA, Inc. services.
 - ii. Currently, IFTA, Inc. is working to upgrade its mail server from Exchange Service 2010 to 2016. This project will be complete within a few months.
 - iii. The SOC II audit is ongoing and requesting additional information.
 - iv. The Board discussed conducting a SOC I audit on an annual basis and a SOC II or SOC III audit be conducted every two years.
 - v. The EC will undergo a study regarding a SOC II audit every third year as opposed to every two years, and report back to the entire Board their recommendation.
 - vi. In-house security recommendations were presented to the Board as a result of the SOC II audit compliance. After reviewing three different recommendations, the Board was in favor of the Nessus software estimated at \$2,190 per year.
- d) Website – *Tom King, Webmaster*
- i. Cross-training for funds netting permitted Mr. King to send out settlement reports and process funds netting in March.
 - ii. Assumed administrative and programming duties for the IRPaudits.org server in February.
 - iii. Continued upgrading the IFTA, Inc. servers at the colocation.
 - iv. Upgraded the existing webserver to test new software.
 - v. Reviewed security certificates.
 - vi. A new travel software database is being created to reduce labor and permit group registrations with one click and allow for automation of expense reports and payments. This database will be a single location for all event travel itinerary including authorization to travel, airfare, hotel, registration, payments, and reimbursements.
- e) Program Compliance Reviews – *Maria Coronado, Membership Services Officer*
- i. The 2018 reviews are all in the final stages of completion.
 - ii. North Carolina, Tennessee, Virginia, and West Virginia remain open.
 - iii. The 2019 reviews are underway. The Southeast region is being reviewed.
 - iv. All reviews are currently scheduled remotely and reviewers are given two months to review all necessary documents.
 - v. The Program Compliance Review teams lead the reviews.
 - vi. Massachusetts review is scheduled following the Board meeting.
 - vii. All jurisdictions reviewed will receive a survey.
 - viii. In 2020 the Midwest region is scheduled for review.
- f) Projects Update – *Debora Meise, Senior Director*
- i. Ms. Meise continues to monitor all program compliance reviews.
 - ii. Full Track Preliminary Ballot Proposal (FTPBP) #01-2019 is sponsored by the APC and is currently on the IFTA, Inc. website for review and commentary.

- iii. The intent of FTPBP #01-2019 is to update and clarify language on two existing annual report questions and to streamline all jurisdictional reports and informational databases into one cohesive report.
- iv. The 2019-2020 membership dues invoices have been issued and payments are being received and recorded at IFTA, Inc.
- v. All jurisdictions have updated the Annual Reports in a timely fashion.
- vi. All travel reimbursements from the IFTA/IRP Audit Workshop and Attorneys' Meeting have been processed.
- vii. Tracking sponsorship funds received, it was noted that Celtic and Fast agreed to be Associates level sponsors at the Annual IFTA Business Meeting. Additionally, Help, Inc. will be a Supporter level sponsor, and ProMiles will be the Event Partner level sponsor at the Annual IFTA Business Meeting.
- viii. Additional sponsors continue to be solicited.

8) New IFTA, Inc. Attorney Update – Mr. Nutter

- a) Previously, Mr. Ron Huser had been the corporate attorney for IFTA, Inc. and all related work presented to Mr. Huser was completed pro bono.
- b) The Board President had spoken with Mr. Huser who is not available to further business relations with IFTA, Inc.
- c) The EC has been reviewing other corporate attorneys that might assist IFTA, Inc.
- d) Three attorneys to date have been considered by the Executive Committee.
- e) The Board continues to search for an attorney in Arizona that could assist IFTA, Inc. and become the corporate attorney of record.

9) Bylaws and Access Agreements – Mr. Nutter

- a) Mr. Nutter will forward a marked up document of the Bylaws to the entire Board for their review and input.
- b) The current Access Agreements are outdated and need to be reviewed and updated accordingly so that they could be re-issued and re-signed by all member jurisdictions.

10) EVOC Ballet – Mr. Nutter

- a) The intent of IRP ballot 2019.01 is to support the creation of a process by which law enforcement will be able to electronically verify a vehicle's registration status and registered weights.
- b) IRP, Inc. is developing a clearinghouse operation for demographic data for use by law enforcement personnel.
- c) Mr. Nutter has spoken with the IRP Board of Director's Chair, Ms. Lietz, regarding this ballot as well as areas of IFTA and IRP synergies.
- d) The IFTA Board tasked the IAC with drafting a discussion ballot similar to the IRP ballot. The purpose of this ballot discussion is to replace the physical IFTA license and decals with electronic records of a base jurisdiction's authority (license) for a licensee to report qualified motor vehicles under IFTA, and the VINs of qualified motor vehicles in a licensee's IFTA fleet.
- e) It was the position of the Board that this discussion ballot should be presented during the Annual IFTA Business Meeting as a concept for open discussion and not as a definite ballot moving forward.

- f) The Board felt it was important that IFTA begin to consider advancements and direction within the fuel use and taxation arenas that would affect the community.

11) 2019 Annual Business Meeting – Mr. Nutter

- a) The Board reviewed and began drafting the preliminary agenda for the upcoming August Annual IFTA Business Meeting.
- b) A New Commissioner’s Meeting will again be offered to assist first time attendees and newly appointed Commissioners.

12) Strategic Planning Session – Dr. Sean Nicholson-Crotty (SPEA)

- a) Dr. Nicholson-Crotty and the Board reviewed and discussed the IFTA Strategic Plan in depth.
- b) Six strategic procedures were refined and implementation plans for each procedure was developed.
- c) The priorities identified by the Board are as follows:
 - i. Ensuring the continuity of the funds netting process
 - ii. Build and maintain effective collaborations and communication with jurisdictions, industry, and other transportation and revenue organizations
 - iii. Improve technological competence in order to provide better service to members
 - iv. Provide better training, technical assistance, and continuing education to the IFTA community
 - v. Strengthen governance procedures
 - vi. Prepare for the growth of alternative fuel types
- d) Dr. Denvil Duncan (SPEA) and Dr. Nicholson-Crotty will incorporate the changes, include the implementation steps, and consolidate accordingly per the Board’s direction.
- e) Upon completion of the Plan’s update, the Board will be presented with an amended version for consideration.

13) Committee Action Items – Mr. Trent Knoles (IL)

- a) The APC has requested the Board approve two persons to attend the IRP/IFTA Managers’ and Law Enforcement Workshop in Orlando, FL for the purpose of presenting the changes to the Program Compliance Reviews.
- b) The APC submitted a proposal to the Board, including expenses, for consideration and approval.

Motion: Mr. Bryer moved to support paying for one person, as chosen by the Agreement Procedures Committee, to present the Program Compliance Review changes during the 2019 IRP/IFTA Managers’ and Law Enforcement Workshop. Mr. Craig Lyon (SK) seconded the motion. Following discussions, the motion was approved 8 to 1, with Ms. Tannous voting against the motion. The motion passed.

- c) The LEC presented an October 2018 Board charge that all committees review their existing charters. The LEC presented a change to their charter pertaining to the term limits for the Ex-Officio position.
- d) The LEC presented the Best Practices Guide which was amended to reference an electronic image of a license.

- e) The LEC presented a brochure utilized by the committee which was also amended to reference an electronic image of a license.
- f) Mr. Knoles will forward each of these documents to the Board for their review and consideration to approve following the Board meeting.

14) Conflict of Interest – Mr. Nutter

- a) The Board was presented with a generic Conflict of Interest form for consideration.
- b) A subcommittee within the Board was organized to review and rewrite a Conflict of Interest document that would be presented to the Board for consideration.
- c) Members of this subcommittee include Ms. Varcoe, Mr. Knoles, and Mr. Richard. Additionally, Ms. Tannous and Mr. Lyon will review the document from the Canadian perspective.
- d) A draft document is expected to be reviewed by the Board in mid-May.

15) Budget Discussion – Mr. Nutter

- a) The Board reviewed the budget in-depth.
- b) The budget report is in the process of becoming more concise and easier to follow.
- c) It was explained that the organization's budget has a minimal surplus.
- d) The Board decided to table finalizing the budget until after the meeting to allow the Board an opportunity to receive and review the historical budget reports.

16) Affiliate Membership – Mr. Nutter

- a) The Board revisited the issue of affiliate membership.
- b) During the 1Q19 Board meeting, a straw poll vote was taken that indicated Board support for pursuing the possibility of establishing an affiliate membership for industry representatives on the IFTA, Inc. website.
- c) It was determined that a subcommittee within the Board should be organized to review this issue further.

Motion: Mr. Bryer moved to approve a subcommittee to include Mr. Vanderslice, Mr. Romeo, and Mr. Richard. Mr. Lyon seconded the motion. The motion passed.

- d) The subcommittee will review levels of participation by industry within IFTA.

**17) Attorneys' Section Steering Committee (ASSC) Conference Call – Mr. David Poore (BC),
Chair**

- a) The Board reviewed a request submitted by the ASSC to enable the committee to become an official standing committee and amend the IFTA, Inc. Bylaws to reflect this change.
- b) Currently, the committee is identified as a special committee and is not written in the IFTA, Inc. Bylaws ratified in 2012.
- c) Both committee Board liaisons, Mr. Bryer and Ms. Tannous, supported this request.
- d) Reviewing the ASSC charter it was noted that the charter was not similar in nature to the other standing committee charters.
- e) Mr. Poore provided an overview of the presented documents supporting the committee's request to become a standing committee and included in the IFTA, Inc. Bylaws.
- f) The ASSC was established twenty-seven years earlier and is beneficial to both government and industry.

- g) It is the committee's opinion that the ASSC functions well and allows a constant flow of data between committee and membership. In order to maintain corporate memory, the committees felt that there was value to having the ASSC become a standing committee.
- h) Recognizing working groups, the committee felt that working groups are formulated to address specific issues and works without a charter.
- i) The committee also noted the different member jurisdictions and bodies of law that could impact and shape the IFTA Agreement, including the US and CND federal governments. As the committee is comprised of attorneys from both the US and CND, the committee opined that their expertise could aid members regarding legal issues and serve as a conduit of information for issues as well as provide training for jurisdictional lawyers that implement or defend the IFTA in a court of law.
- j) Mr. Poore noted that, with the IFTA, Inc. Bylaws, Article VI, the Board is allowed to establish committees.
- k) There was unanimous agreement within the committee that the functions of the representatives do not present any personal conflict of interest. Any committee member that may have issues where a conflict is possible would abstain from discussions and decisions regarding presented ballot language.
- l) Following the conclusion of the conference call, Mr. Nutter asked for a motion regarding the committee's request.

Motion: Mr. Bryer move to recommend that the Board amend the Bylaws to allow the Attorneys' Section Steering Committee to be a standing committee. Ms. Tannous seconded. Following discussions a vote on the motion was taking. The motion failed with two in favor and seven against.

- m) Mr. Nutter will respond to Mr. Poore's correspondence and communicate that the IFTA, Inc. Bylaws would not be amended and that the Attorneys' Section Steering Committee would not be approved as a standing committee.
- n) Discussion was had pertaining to the conflict of interest the ASSC may experience when reviewing or commenting on ballot proposals.
- o) It was further observed that the organization could not present legal concerns to the ASSC and that an outside or association attorney would be more beneficial and necessary in such instances.
- p) Discussion was also had as to whether the ASSC should be dissolved since it was not approved as a standing committee.
- q) It was explained that the committee could continue to provide interpretation throughout the community and confer regarding case law opinions. Additionally, it was thought that the committee could continue to aid in resolving appeal cases in a timely fashion and offer insight based on their experiences.
- r) Due to the fact that the ASSC does not currently have a charge from the Board, it was the decision of the Board that the IFTA Attorneys' Section Steering Committee be dissolved.
- s) Additionally, the Electronic Credentials Working Group (ECWG) was also dissolved by the Board.
- t) Mr. Nutter will correspond with Mr. Poore regarding the Board's position and decision to dissolve the ASSC.
- u) IFTA, Inc. will issue a retraction statement to membership explaining that the 2020 IFTA Attorneys' Meeting has been cancelled.
- v) The IFTA, Inc. Bylaws will require an amendment for housekeeping issues such as removing the ITAC committee and other housekeeping issues.
- w) Ms. Tannous and Mr. Bryer will review the IFTA, Inc. Bylaws and present the necessary amendments to the Board.

18) Closed Session – Mr. Nutter

- a) Following the conclusion of the open discussions, the Board retired for a closed session.
- b) Adjournment was presented during the closed session.