

**IFTA, INC. BOARD OF TRUSTEES  
FIRST QUARTER 2009 MEETING  
JANUARY 22 - 23  
CHANDLER, ARIZONA**

**Board Members:**

Scott Bryer	New Hampshire Department of Safety
Julian Fitzgerald	North Carolina Department of Revenue
Andrew Foster	New Brunswick Department of Finance
Scott Greenawalt	Oklahoma Corporation Commission
Rena Hussey	Virginia Department of Motor Vehicles
Patricia Platt	Kansas Department of Revenue
Sheila Rowen	Tennessee Department of Revenue
Doug Shepherd	California Board of Equalization
Robert Turner	Montana Department of Transportation

**IFTA, Inc. Personnel:**

Lonette Turner	Executive Director
Jason DeGraf	Information Services Administrator
Tom King	Webmaster
Debora Meise	Program Director
Tammy Trinker	Events Coordinator
Jessica Eubanks	Executive Assistant

**Guests:**

Mahlon Gragen	ATC Leasing
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**Call to Order**

Mr. Julian Fitzgerald (NC), IFTA, Inc. Board of Trustees (Board) President, called the meeting to order. After welcoming Mr. Mahlon Gragen (ATC Leasing), IFTA Industry Advisory Committee (IAC) Chair, and thanking him for industry's continued support and attendance at all related IFTA events, Mr. Fitzgerald welcomed the newest Board members, Ms. Patricia Platt (KS) and Mr. Doug Shepherd (CA). Following introductions, the Board went into a closed session for the purpose of appointing the 2009 Board Executive Committee.

**Closed Session**

During the closed session, the Board appointed the 2009 Board Executive Committee. The current Executive Committee members were re-elected: Mr. Fitzgerald, President, Mr. Scott Greenawalt (OK), First Vice-President, and Mr. Scott Bryer (NH), Second Vice-President.

### Committee and Jurisdiction Liaison Assignments

During a review of the Committee and Jurisdiction Liaison assignments, Board Liaisons were assigned as follows:

Standing Committees		
Agreement Procedures	Audit	Dispute Resolution
Scott Greenawalt (OK), Lead	Scott Bryer (NH), Lead	Bob Turner (MT), Lead
Andrew Foster (NB)	Bob Turner (MT)	Pat Platt (KS)
Rena Hussey (VA)		
Industry Advisory	Law Enforcement	Program Compliance Review
Sheila Rowen (TN), Lead	Julian Fitzgerald (NC), Lead	Rena Hussey (VA), Lead
	Doug Shepherd (CA)	Scott Greenawalt (OK)
	Bob Turner (MT)	

Special Committees		
Alternative Fuels	Attorneys' Section Steering	Clearinghouse Advisory
Andrew Foster (NB), Lead	Rena Hussey (VA), Lead	Scott Greenawalt (OK), Lead
Scott Bryer (NH)	Doug Shepherd (CA)	Pat Platt (KS)
Sheila Rowen (TN)		

Information Technology Advisory Committee
Scott Bryer (NH), Lead
Andrew Foster (NB)

The Board Liaisons to the jurisdictions were confirmed as follows;

<b>S. Bryer</b>	<b>A. Foster</b>	<b>J. Fitzgerald</b>	<b>S. Greenawalt</b>	<b>R. Hussey</b>
CT	AB	AL	AR	DE
MA	BC	FL	MO	MD
ME	MB	LA	NE	NJ
<b>NH</b>	<b>NB</b>	MS	NM	OH
NY	NL	<b>NC</b>	<b>OK</b>	PA
RI	NS	SC	TX	<b>VA</b>
VT	ON	WV		
	PE			
	QC			
	SK			

<b>P. Platt</b>	<b>R. Turner</b>	<b>D. Shepherd</b>	<b>S. Rowen</b>
IL	ID	AZ	GA
<b>KS</b>	<b>MT</b>	<b>CA</b>	IA
MI	UT	CO	IN
MN	WA	NV	KY
ND	WY	OR	<b>TN</b>
SD			
WI			

#### **Approval of Minutes**

##### ***4Q08 Board Meeting Minutes***

The Board reviewed and revised the minutes from the Fourth Quarter 2008 Board Meeting.

**Motion:** Mr. Greenawalt moved to accept the minutes from the Fourth Quarter 2008 Board Meeting as revised. Mr. Bryer seconded the motion. The motion passed.

##### ***Actions by Email – October 2008 through January 2009***

The Board reviewed the minutes of the Board Actions by Email from October 2008 through January 2009.

**Motion:** Ms. Rena Hussey (VA) moved to accept the minutes from the Actions by Email as written. Ms. Sheila Rowen (TN) seconded the motion. The motion passed.

##### ***Conference Call – November 17, 2008***

The Board reviewed the November 17, 2008 teleconference minutes for approval.

**Motion:** Mr. Andrew Foster (NB) moved to accept the minutes from the November teleconference as written. Mr. Scott Greenawalt (OK) seconded the motion. The motion passed.

#### **Conference Call – January 14, 2009**

The Board reviewed the January teleconference minutes for approval. The contents of this conference call were held in closed session. It was noted that the Board did not have an opportunity prior to the Board Meeting to review the minutes.

**Motion:** Mr. Greenawalt moved to table the discussion of the closed conference call until the Board had reviewed the minutes. Mr. Robert Turner (MT) seconded the motion. The motion passed.

After the Board had the opportunity to review and discuss the minutes from the January 14, 2009 teleconference, the Board moved to accept the minutes as drafted.

**Motion:** Mr. Turner moved to accept the minutes from the January teleconference as written. Mr. Bryer seconded the motion. The motion passed.

#### **IFTA, Inc. Clearinghouse**

Mr. Jason DeGraf, IFTA, Inc. Information Services Administrator, presented the IFTA, Inc. Clearinghouse report and reviewed the number of hits made to demographic and transmittal data. In addition, IFTA, Inc. will continue to work with NLETS and coordinate with the jurisdictions and law enforcement to announce the availability of revocation data at roadside. Discussion was had regarding a combined project that would provide system-to-system queries. Confidentiality concerns were expressed and Mr. DeGraf explained that such a project would require substantial research.

#### **Clearinghouse Advisory Committee**

Ms. Lonette Turner, Executive Director of IFTA, Inc., provided the Clearinghouse Advisory Committee (CAC) report. The funds netting test was successful and IFTA, Inc. continues to work with the financial institution on the Canadian account. IFTA, Inc. hopes to mirror the account established by IRP, Inc. for their Canadian members of the IRP Clearinghouse. A theft insurance policy is being procured for the account on behalf of IFTA, Inc.

IFTA Ballot 1-2008 was recently approved by membership and goes into effect January 1, 2010. This ballot establishes a transmittal and funding calendar approved by the Board and specifies deadlines for forwarding data and funds. The Board was given a copy of the calendar following the approved schedule for the funds netting portion of the clearinghouse.

The Clearinghouse Access Agreement will need further amendments prior to the Board's approval for release. One of the amendments necessary will include the Read-Only status for the IFTA, Inc. Clearinghouse as well as a confidentiality statement for all read-only status participants. The CAC has also finalized drafts of the Funds Netting Rules. IFTA, Inc. has finished the draft of the IFTA, Inc. Clearinghouse Users Manual. Demonstration videos are being created to assist members with understanding the various "how to" manuals, such as the Clearinghouse User Manual.

#### **IFTA, Inc. Website**

Mr. Tom King, IFTA, Inc. Webmaster, provided a demonstration of modifications to the IFTA, Inc. website. The Annual Report data was reviewed and Mr. King showcased the graph charts that referenced 2000 to 2008 data by jurisdiction. The Exemption Center was also shown to the Board. Mr. Bill Kron (MS), Chair of the Agreement Procedures Committee (APC), has been working with IFTA, Inc. to set up this database on the website. The format is designed to streamline the process and make it more accurate based on various jurisdictions exemptions and requirements. The final design has not yet been decided. The Board will task the committee with

populating the Exemption Center by March 1st. Once the APC has populated the database, the ITAC will review and comment on the Exemption Center.

Condensed versions of the IFTA, Inc. website were also discussed. It was questioned as to the ability of having the IFTA, Inc. website displayed on smaller electronics, such as iPhones. While IFTA, Inc. is not currently prepared for such a possibility but it was thought that researching the idea could be considered in the future.

#### **IFTA, Inc. Meetings Update**

IFTA, Inc. Events Coordinator, Mrs. Tammy Trinker, provided the meeting update. A significant drop in attendance occurred at the 2009 IFTA / IRP Audit Workshop. The 2009 IFTA Attorneys' Section Meeting will be held April 24 - 25 at the Crowne Plaza San Marcos in Chandler, AZ. The Board was presented with the registration fees for this meeting.

**Motion:** Mr. Greenawalt moved to accept the registration fees for the 2009 IFTA Attorneys' Section Meeting at \$230 for members, \$290 for industry and general public, and \$650 for exhibitors. Ms. Hussey seconded the motion. The motion passed.

Reviewing the 2008 Annual IFTA Business Meeting minutes, the Board offered minor revisions prior to releasing the minutes for membership.

**Motion:** Mr. Greenawalt moved to accept the minutes as amended for the 2008 Annual IFTA Business Meeting. Mr. Turner seconded the motion. The motion passed. IFTA, Inc. will amend the minutes for release to membership for ratification at the July 2009 Annual IFTA Business Meeting.

The Board discussed the request of taping the Auditor 101 session during the 2010 IFTA / IRP Audit Workshop. The IFTA Audit Committee is not against taping this session, but has concerns of the material being dated quickly. A webinar was thought to be a viable alternative to taping. It was explained that if the session itself focused on the basic training of an auditor, then the material should retain its value over time. The Board decided to discuss this request with the IRP, Inc. Board of Directors.

#### **Audit Committee Report**

Mr. Scott Bryer (NH), Audit Committee Board Liaison, reported on the activities of the IFTA Audit Committee (AC). Following the conclusion of the 2009 IFTA / IRP Audit Workshop, the AC has begun working on the preliminary agenda for the 2010 workshop. Based on a poll of committee members, it was decided to reduce the length of the workshop to three days. The committee continues to have a vacancy in the northeast region. Requests for committee volunteers will be published in THE IFTA NEWS in hopes of compiling a pool of candidates for committee vacancies.

The committee Charter was then discussed. Current committee terms run from February 1 – January 31. It was the position of the committee that, due to the scheduling of the 2010 IFTA / IRP Audit Workshop, the committee terms be revised to encompass the workshop without a change of committee leadership. New terms were proposed to run March 1 through February 29.

**Motion:** Mr. Bryer moved to accept the amendment to the IFTA Audit Committee charter terms. Mr. Turner seconded the motion. The motion passed.

Discussions relating to GPS and audits were held. The AC asked the Board for direction concerning GPS administration and audits. The Board considered the IRP, Inc. subcommittee being commissioned to study IRP audits. It was suggested that IFTA participate, in some capacity, on this subcommittee to track valid IFTA issues such as concerns with GPS.

### **Program Compliance Review Update**

Mrs. Debora Meise, IFTA, Inc. Program Director, provided an update on the Program Compliance Reviews. The northeast region is under review this year and sixteen (16) reviews have been scheduled. The review period has been reduced to two (2) days. Due to the severe travel restrictions affecting a majority of jurisdictions, there is concern for complete coverage for the review teams. Mrs. Meise issued a correspondence to membership outlining the requirement of P1230: Required Participation [in program compliance reviews]. The memorandum outlined the travel reimbursement and expenditures associated with conducting a review. Thirty (30) volunteers will be required in order to successfully complete the northeast region program compliance reviews. Failing to participate in the PCR process is a non-compliance issue. IFTA, Inc. will research the possibility of conducting an "electronic" program compliance review as an option for future reviews as a means of reducing the expense of an on-site PCR.

### **Program Compliance Review Committee**

Ms. Hussey, Program Compliance Review Committee (PCRC) Board Liaison, offered this report. The PCRC continues to work with IRP to compromise on the variances between the IFTA and IRP program compliance and peer reviews. Future combined review opportunities are always being considered. NJ has agreed to a combined review in December 2009 and Nevada has volunteered for another in 2010. In addition, the PCRC is reviewing the committee roll off schedule to reflect the current committee charter terms.

### **Dispute Resolution Committee**

Mr. Turner, Dispute Resolution Committee (DRC) Board Liaison, provided this report. The DRC is waiting for confirmation on whether or not an appeal will be filed regarding the decision rendered in December 2008 by the committee. As a result of the current hearing, it is anticipated that the committee will propose changes to the dispute process as well as recommend revisions to the Board process during the appeals process. The Board commended the DRC on their work during the recent dispute.

### **PCR / DRP Committee Project Update**

Ms. Hussey reported on the activities of the program compliance review and dispute resolution process project. The proposal presented during the 2008 Annual IFTA Business Meeting, as outlined by Mr. Rick LaRose (CT), continues to be reviewed by the committee. Members of this committee are Mr. Greenawalt, Ms. Hussey, Mr. Turner, Mrs. Meise, Mr. Jay Starling (AL), and Mr. LaRose. Currently, the committee is considering the following:

- ◇ Confidential or Open Voting
- ◇ Abstentions
- ◇ Level of Ballot Support Necessary

Following the survey issued by the committee and conducted on the website, it was the committee's position to not count abstentions and permit open voting only. Ms. Hussey will contact possible jurisdiction sponsors for the proposed ballot regarding member jurisdictions voting to take jurisdictions to dispute following Final Determination of Non-Compliance.

### **Industry Advisory Committee**

Mr. Gragen presented the Industry Advisory Committee (IAC) report. The committee nominated Mr. Gragen as Chair of the committee to replace outgoing Chair, Mr. Gary Bennion (Con-Way Inc.).

**Motion:** Ms. Rowen moved to accept the appointment of Mr. Mahlon Gragen as Chair of the IAC. Mr. Bryer seconded the motion. The motion passed.

Travel restrictions have impacted industry representatives as it has the IFTA membership. Attendance at 2009 events is anticipated to be down for industry as it is anticipated for jurisdiction

representatives. Mileage taxes are being discussed again due to the economic crisis gripping the nation. This tax is a concern for industry and they will be monitoring the discussions. The committee is willing to assist in proposing ballot language addressing the necessity of IFTA decals. Industry feels that due to the high rate of forgery the IFTA decal is not the best source for identifying a qualified motor vehicle.

#### **Agreement Procedures Committee**

Mr. Greenawalt, Board Liaison, presented the APC report. The committee continues to work with the Law Enforcement Committee (LEC) to draft the preliminary agenda for the 2009 September Seminar. Additionally, the committee continues to restructure the Annual Report database for review by the Board by the April 2009 Board Meeting. A review of the Articles of Agreement and Procedures Manual are also underway. The APC currently has a vacancy in the western region due to the resignation of Ms. Earleen Weaver (WY). The Board Liaisons will work with the committee to find volunteers to fill this vacancy.

#### **Law Enforcement Committee**

LEC Board Liaison, Mr. Fitzgerald, presented this committee report. The committee continues to work with the APC to plan the IFTA Managers' and Law Enforcement Seminar. A poll of the LEC representatives will also be conducted to determine their ability to travel and hold a Face-to-Face Meeting in 2009. Other events the committee continues to organize include a 3-day IFTA Annual Fuel Check event. The purpose of this event is to raise awareness throughout the jurisdictions about IFTA. A one day blitz is being organized to check for dyed fuel and IFTA compliance following the conclusion of the IFTA grace period. Previously, the committee had begun discussions for a road show that would enhance enforcement of IFTA. Due to the budgetary constraints, the committee is discussing alternatives.

#### **Attorneys' Section Steering Committee**

Ms. Hussey reported on the activities of the Attorneys' Steering Section Committee (ASSC). The ASSC has begun drafting the preliminary agenda for this year's meeting. The committee is concerned with attendance and travel costs. Teleconferences have been scheduled for every third Friday of the month, beginning in January 2009. Mr. Jay Befort (KS), ASSC Ex-Officio, will also be resigning from the committee.

#### **Information Technology Advisory Committee**

Board Liaison Mr. Bryer presented the Information Technology Advisory Committee (ITAC) report. The ITAC continues to solicit volunteers for committee membership. The IFTA FOCUS will highlight the ITAC in an attempt to outline the committee charge as well as experience necessary. The ITAC will search for regional representation on the committee. The Board drafted a charge to the ITAC. The charge proposed is as follows:

Investigate, analyze, and report to the Board of Trustees the current capabilities of GPS and other electronic positioning and routing systems as they apply to commercial trucking operations. The report should include the functionality and reliability provided by these systems.

- Discuss both hardware and software capabilities
- Discuss what and how these systems communicate to centralized systems / networks
- Discuss distance and routing accuracy and how that information can be verified
- Discuss how source data is secured and under what circumstances to allow data to be deleted, edited or otherwise modified subsequent to creation.

The Board reviewed the charge presented and will present it to the ITAC following the Board Meeting.

### **Alternative Fuels Committee**

Mr. Bryer reported on the activities of the Alternative Fuels Committee (AFC). Ms. Kim Craig (ON), Chair, inquired as to the committee's future following the withdrawal of IFTA ballot proposals 6-2008 and 7-2008 prior to the voting period. It was the decision of the Board that the AFC is a valuable committee to IFTA and that it should continue despite the failure of the recent ballot proposals.

### **Idaho Decal Color Request**

The Board reviewed Idaho's decal color request. This request was to approve the 3M red for 2009, the 3M blue for 2010, and a 3-year cycle for the rotation of the 3M red, blue, and green.

**Motion:** Mr. Bryer moved to accept the request presented by Idaho to approve 3M colors for use by their decal supplier. The request includes 3M red for 2009, blue for 2010, and green for 2011, in a 3-year rotation. Mr. Turner seconded the motion. The motion passed.

### **Strategic Plan Review**

The Board reviewed and amended the IFTA, Inc. Strategic Plan. Due dates of the action items were revisited and revised accordingly. Following the combined IFTA and IRP Board Meeting, additional action steps may be updated as a result of those discussions.

### **IFTA Ballots**

#### *2008 IFTA Ballot Review*

In reviewing the 2008 IFTA ballots, only ballots 1-2008 and 2-2008 were approved by membership. The effective date of Ballot 1-2008, regarding funds netting, is January 1, 2010. Ballot 2-2008, year end transmittal notification letter, became effective December 11, 2008. Ballots 3, 6, and 7-2008 were all withdrawn by their sponsors and ballots 4-2008 and 5-2008 failed.

#### *2009 IFTA Ballot Status*

The deadline for the 2009 IFTA ballot proposal submission is March 30.

### **IFTA, Inc. Financial Report**

Ms. Turner informed the Board that IFTA, Inc. remains financially sound despite the recent investment losses due to the economy. IFTA, Inc. does not foresee any financial problems as the fiscal year 2008/2009 progresses.

### **FYI and New Business**

Reviewing the cumulative Action Items list, it was noted that IFTA, Inc. has made contact with the Southeastern region regarding the hosting for the 2011 Annual IFTA Business Meeting. IFTA, Inc. also continues to research the possibilities of providing future webinars.

The Yukon Territory has been in contact with IFTA, Inc. and met with Ms. Turner. The representative from the Yukon Territories, Mr. Jerry Trudow, asked for information pertaining to enabling legislation and membership resolution.

### **Combined IFTA, Inc. and IRP, Inc. Board Meeting**

Before concluding the 1Q09 Board Meeting, the Board reviewed topics that would be discussed with the IRP, Inc. Board of Directors. Some of the issues to be addressed include sponsorship issues, alternating the hosting of the IFTA / IRP Audit Workshop, videotaping the Auditor 101 session of the IFTA / IRP Audit Workshop, participation in the Compliance Audit Working Group, continued participation in Credentials, Data, and Enforcement Access (CDEA) Task Force, as well as continued collaboration that would benefit membership.



### **Closed Session**

The Board then went into a closed session for the purpose of discussing the dispute hearing results and possibility of appeals. Following this discussion, the Board Meeting returned to an open session.

### **2009 IFTA / IRP Audit Workshop Attrition**

The attrition status of the 2009 IFTA / IRP Audit Workshop was reviewed. Due to the reduction of attendance, IFTA, Inc. is working with the Mission Palms for a future workshop to be held at the hotel in an attempt to reduce the attrition fees. The Mission Palms has asked that IFTA, Inc. return in either 2011 or 2012 with the January Audit Workshop. IFTA, Inc. remains in negotiation with the Mission Palms to reduce attrition costs. The Board concurred that the IFTA / IRP Audit Workshop should return to the Mission Palms January 4 – 6, 2012, in an effort to reduce the attrition.

### **Adjournment**

Following the conclusion of the business discussions, the Board adjourned the First Quarter 2009 IFTA, Inc. Board of Trustees Meeting.

**Motion:** Mr. Greenawalt moved to adjourn the First Quarter 2009 IFTA, Inc. Board of Trustees Meeting. Ms. Rowen seconded the motion. The motion passed.

**IFTA, INC. BOARD OF TRUSTEES  
IRP, INC. BOARD OF DIRECTORS**

**Combined Board Meeting  
January 24, 2009**

**IFTA, Inc. Board Members:**

Scott Bryer, 2 <sup>nd</sup> Vice President	New Hampshire Department of Safety
Julian Fitzgerald, President	North Carolina Department of Revenue
Andrew Foster	New Brunswick Department of Finance
Scott Greenawalt, 1 <sup>st</sup> Vice President	Oklahoma Corporation Commission
Rena Hussey	Virginia Department of Motor Vehicles
Patricia Platt	Kansas Department of Revenue
Sheila Rowen	Tennessee Department of Revenue
Doug Shepherd	California Board of Equalization
Robert Turner	Montana Department of Transportation

**IRP, Inc. Board Members:**

Jim Poe, Chair	Indiana, Region III
Kevin Park, Vice Chair	Utah, Region IV
Sharon Crow	Maryland, Region I
Kurt Myers	Pennsylvania, Region I
Anita Wasko	Pennsylvania, Region I
David Findlay	South Carolina, Region II
Jay Starling	Alabama, Region II
Kirk Forbes	Michigan, Region III
Paul Arsenault	Nova Scotia, Canadian Region
Lorraine Lardie	Alberta, Canadian Region
Lanny Gower	CNF, IRP, Inc. Board Advisor
Richard Harris	Penske Truck Leasing, IRP, Inc. Board Advisor
Paul Cooney	IRP, Inc. Board Legal Counsel

**IRP, Inc. / AAMVA Personnel:**

Mary Pat Paris	Executive Director
Tim Adams	Motor Carrier Services Program Director
Joan Kalvaitis	IRP, Inc. Clearinghouse
Joelle Ward	Senior Director of Member Services
Neil Schuster	President & CEO of AAMVA

**IFTA, Inc. Personnel:**

Lonette Turner	Executive Director
Debora Meise	Program Director
Tammy Trinker	Events Coordinator
Jessica Eubanks	Executive Assistant

**Guest:**

Robert Pitcher	American Trucking Association
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## **Call to Order**

Mr. Jim Poe (IN), IRP, Inc. Chair, called the meeting to order and welcomed the IFTA, Inc. Board of Trustees as well as the IRP, Inc. Board of Directors. The last joint meeting of the two Boards was back in 1993. The intent and hope of this joint meeting was to discuss pertinent issues relative to both organizations.

## **IFTA / IRP Compliance / Peer Reviews**

### ***Scheduling***

Mr. Fitzgerald led this discussion. Combined reviews completed thus far are Minnesota in July 2006, Wyoming in May 2007, and Oregon in September 2007. While IFTA conducts reviews every four years, IRP reviews are conducted every five years. Mr. Starling volunteered to draft ballot language that would revise the IFTA PCR from a four-year cycle to a five-year cycle. Mr. Park volunteered to assist and co-sponsor this ballot language. No IRP vote would be required as the IRP, Inc. Board of Directors has the authority to make this change on their behalf.

### ***Determining Review Teams***

Mr. Starling briefly reviewed the team members that had been utilized during the combined reviews. In 2006, when Minnesota was reviewed, a full team representing IFTA and IRP participated. For the most recent combined review conducted in Alabama in 2008, fewer team members were sent from both IRP and IFTA. It was the opinion of all involved that, while the audit reviews could be easily combined, the administrative audits remain cumbersome. Going forward, uniformity, team size, and scheduling will be the keys to having successful combined reviews.

The two Boards discussed the Combined Review Committee's role in continuing this project. It was determined that the committee would continue its efforts to further review and consider the combination of the IFTA Program Compliance and IRP Peer Reviews. To this end, IFTA, Inc. will reconvene the Combined Review Committee to work on procedures for combined reviews and make recommendations to the IFTA, Inc. and IRP, Inc. Boards.

## **IFTA / IRP Audit Workshop**

### ***Alternating Hosts***

Mr. Fitzgerald informed those present that IFTA, Inc. has contracted with the Menger in San Antonio, TX for the 2010 IFTA / IRP Audit Workshop. Mr. Poe asked about IRP, Inc. and IFTA, Inc. working together to permit IRP, Inc. in taking the lead for hosting a future workshop, possibly in 2011. IRP, Inc. has asked for time to review and explore this option before agreeing to act as the primary host.

### ***Sponsorship***

IRP, Inc. hosted programs often have industry sponsorship for banquet events. This is a practice that has been accepted by IRP membership through the years and there is no conflict of interest. It has been IRP's experience that sponsorship helps to defray expenses which, in turn, leads to greater attendance.

The IFTA, Inc. Board previously discussed this issue. The official position of IFTA is that sponsorships would not be in the best interest of the IFTA organization. Within IFTA, there is a percentage of the membership wherein a conflict of interest would exist should any portion of a meeting be sponsored by a vendor. It was proposed that IRP, Inc. be permitted to seek sponsorship for the Audit Workshop should they be the primary host of the event. Mr. Fitzgerald asked that both organizations respect the other's position and understood's IRP's request to permit sponsorship. It was asked that the IRP, Inc. Board provide their decision regarding the hosting of the Audit Workshop and sponsorship by the April 2009 IFTA, Inc. Board Meeting.

### ***Videotaping of Auditor 101***

The IFTA Audit Committee is in favor of videotaping the Auditor 101 session of the IFTA / IRP Audit Workshop. The Audit Committee is also in favor of a webinar of this particular session. However, the committee feels proper planning and direction is vital. Likewise, the IRP Audit Committee remains in favor of videotaping this session and would like to pursue the option during the 2010 workshop. IRP has asked IFTA to share the cost of said expense associated with videotaping the Auditor 101 session of the IFTA / IRP Audit Workshop.

Some concerns surrounding the taping include video footage security as well as the data of the session becoming obsolete. IRP has formed a subcommittee to address these issues and draft a Request for Proposal (RFP). Previously, when first considered, IRP, Inc. was provided a quote of \$4,000 to videotape the session. IRP, Inc. is inquiring about federal funds available to complete the videotaping.

During discussions, it was concluded that the subcommittee should also research the pros and cons of hosting a webinar as opposed to videotaping the session. Participants on the subcommittee commissioned by IRP include Ms. Dawn Lietz (NV), Chris Turnwall (SD) and Ms. Charmin Tillman (MS). Other committee members being considered include Rick LaRose (CT), Thom Rabaglia (WI), and Diane Robichaud-Cormier (NB).

In closing, it was agreed that IFTA, Inc. would contact the FHWA regarding availability of federal funds to support this project. IRP, Inc. will contact TxDot in regards to hosting a webinar. Both Boards will revisit this issue during their next regularly scheduled Board meetings.

### ***Participation in Compliance Audit Working Group***

IRP is working to create a Compliance Audit Working Group that would discuss a number of issues in the audit community affecting both IRP and IFTA. IFTA has requested to participate in this working group. A formal charge has not yet been identified for this working group as the group itself is pending federal funding. If funding can not be secured for the working group than it may not be created. During discussions, IFTA, Inc. explained that the level of their involvement in this working group would be to educate and spread awareness of the various auditing issues as both organizations would have a vested interest in actively participating in this working group. If significant changes could be contemplated for both the IFTA and IRP audit programs, it was opined that dual representation by having IFTA and IRP working together on the Compliance Audit Working Group would be beneficial. IFTA, Inc. agreed to work with IRP, Inc. for securing federal funding for this working group.

### ***Continued Participation in CDEA***

IFTA, Inc. has been and continues to be involved with the CDEA. Enforcement is a current mainstream issue in IFTA. Likewise, IRP believes CDEA is very important to their community.

### ***Continued Collaboration to Benefit Members***

This issue was also discussed by the organizations. The Boards discussed having combined meetings in the future. It was agreed that conference calls between the IRP, Inc. and IFTA, Inc. Boards representatives would be a positive step towards maintaining open communications between the organizations.

### ***IFTA, Inc. Board Meeting Reconvened***

Mr. Fitzgerald reconvened the First Quarter 2009 IFTA, Inc. Board of Trustees Meeting in order to openly review and discuss the combined IFTA, Inc. and IRP, Inc. Board Meeting.

### ***Review of Combined Board Meeting***

The Board addressed the IFTA program compliance reviews. It was clarified that changing the review period would require a ballot and that the 2009 ballot submission deadline is March 30th. From previous committee reports and communications, it was noted that the PCRC is agreeable

to switching to a five-year review cycle if membership is in favor. One of the obstacles would be in the review process itself as IRP focuses on the current year only for the sample while IFTA uses a sample relative to all the years in between the current and prior review.

In reviewing federal grants, IFTA, Inc. agreed to contact FHWA while the Board will make contacts to inquire as to the IRP, Inc. grant funding opportunities. Student interns were considered as an avenue to research and obtain federal grants. Federal grants for mega carrier audits was also considered. Due to the status of the economy, federal funds are a valuable commodity and could possibly assist the membership in performing mega carrier audits. Mr. Shepherd volunteered to draft a letter to state senators explaining mega carrier audits and the need for federal grants to complete such audits. The letter would present that both IFTA, Inc. and IRP, Inc. would hold the funds for the 48 US states that are active in both IFTA as well as IRP and be used to cover travel and related costs affiliated with auditing a mega carrier.

The Board further discussed the Compliance Audit Working Group. It was proposed that the IFTA Audit Committee be tasked with reviewing the Audit Manual in preparation of this working group's assignment. The committee could also present important issues to the Board that could then be provided to IRP, Inc. in regards to the creation of the Compliance Audit Working Group.

Considering future joint IFTA and IRP programs, the Board discussed hosting the IFTA Managers' and Law Enforcement Seminar in conjunction with the IRP Managers' Workshop. This scheduling could offer less travel expenses for attendees and be well received to boost attendance at both meetings. It was suggested that both meetings could be held back-to-back and under one hotel contract to reduce additional hotel attrition costs. The Board was in favor of this proposal.

In scheduling the IFTA and IRP Board teleconferences, Ms. Rowen and Mr. Greenawalt volunteered to participate. It was thought that such conference calls should be made prior to the actual Board Meetings. Mr. Bryer volunteered to be an alternate on the calls, should either Ms. Rowen or Mr. Greenawalt be unavailable.

### **Adjournment**

Following the conclusion of the business discussions, the Board adjourned the First Quarter 2009 IFTA, Inc. Board of Trustees Meeting.

**Motion:** Mr. Bryer moved to adjourn the First Quarter 2009 IFTA, Inc. Board of Trustees Meeting. Ms. Rowen seconded the motion. The motion passed.

## ACTION ITEMS RESULTING FROM THE 1Q09 BOARD MEETING

ITEM	ACTION
<b>1-1Q09</b>	IFTA, Inc. will amend the Clearinghouse Access Agreement as requested and then post New Clearinghouse Documentation on the Commissioners Website for comment.
<b>2-1Q09</b>	IFTA, Inc. will give the Agreement Procedures Committee and the Board members access to the test exemption database for input of data for review.
<b>3-1Q09</b>	IFTA, Inc. will poll the Commissioners regarding attendance at the 2009 Annual Business Meeting.
<b>4-1Q09</b>	IFTA, Inc. will research the possibility of conducting an “electronic” program compliance review during 2009.
<b>5-1Q09</b>	The Board will charge the Dispute Resolution Committee with proposing possible changes to the Dispute Resolution Process.
<b>6-1Q09</b>	Rena Hussey will contact possible jurisdiction sponsors for the proposed ballot regarding member jurisdictions voting to take jurisdictions to dispute following Final Determinations of Non-Compliance.
<b>7-1Q09</b>	IFTA, Inc. will spotlight ITAC in its next IFTA Focus.
<b>8-1Q09</b>	The Board will finalize the charge to ITAC regarding GPS systems.
<b>9-1Q09</b>	Andrew Foster will follow-up with the Alternative Fuels Committee regarding next steps.
<b>10-1Q09</b>	IFTA, Inc. will reconvene the Combined Review Committee to work on procedures for combined reviews and make recommendations to the IFTA, Inc. and IRP, Inc. Boards.
<b>11-1Q09</b>	IFTA, Inc. will contact FHWA regarding possible funding for the taping of the Auditor 101 at the 2010 Audit Workshop in San Antonio, TX. IRP, Inc. will contact TxDot in regards to hosting a webinar for the Auditor 101 Session.
<b>12-1Q09</b>	IFTA, Inc. will work with IRP, Inc. regarding possible funding for the Compliance Working Group being formed by IRP.
<b>13-1Q09</b>	IFTA, Inc. will send letter to IRP, Inc. setting forth results of combined meeting of the Boards.
<b>14-1Q09</b>	IFTA, Inc. will continue working with NLETS to announce availability of sending license revocation data via NLETS.
<b>15-1Q09</b>	The Audit Committee will draft article for THE IFTA NEWS regarding vacancies.
<b>16-1Q09</b>	The APC Board liaisons will assist in finding a volunteer from the Western Region.
<b>17-1Q09</b>	Mr. Jay Starling (AL) and Mr. Kevin Park (UT) , IRP, Inc. Board Members, will draft ballot language for IFTA membership to consider in regards to revising the IFTA program compliance review period from 4-year cycles to 5-years.

**ITEM****ACTION**

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**18-1Q09** The Board will task the IFTA Audit Committee with reviewing the IFTA Audit Manual in preparation of the Compliance Audit Working Group.