

IFTA AUDIT COMMITTEE TELECONFERENCE MINTUES
January 12, 2016

Jurisdiction Representatives:

Dave Nicholson, Chair, OK
Jeff Hood, Ex-Officio, IN
Bob Gattinella, RI
Diana Kay, FL
Jimmy Tompkins, AL
Beth Duda, AZ

Helen Varcoe, MT
Maxime Dubec, QC
Stacey Hammock, WY
Joel Foreman, NE
Kristie Zanis, NH
Lynden Landholm, KS

Board Liaisons:

Steve Nutter, VA
Joy Prenger, MO

IFTA Inc., Advisors:

Debbie Meise
Lonette Turner
Tammy Trinker

Roll Call: Beth Duda, Steve Nutter and Joy Prenger were absent.

Approval of December 8, 2015 meeting minutes; Bob motioned and Diana second, motion carried, minutes pass.

Audit Workshop:

Tammy will send out a spreadsheet with everyone's confirmation numbers, and arrival and departure times.

January 13, 2016 is the deadline to have materials to Debbie.

Planning committee calls and updates:

- January 15, 2016 at 11 a.m. EST will be conference call to go over questions from the presenters on material documents, scripts and example documents. There are six presenters from the IFTA AC.
- January 20, 2016 is the normally scheduled planning committee call. They will invite all the presenters to run through the final plans and expectations.
- February 1, 2016 the final presentations are due to Debbie. Gene Hall is going through all the presentations. All the workshop documents will be put on the website for the attendees to download or print before the workshop.

Debbie mentioned IFTA can host more calls if necessary.

There are roughly 167 attendees when the audit committee members and the IFTA and IRP administration are taken out of the mix. This means about 40+ people in each breakout room. Debbie mentioned there are usually several people that register in the 2-3 weeks before the workshop.

A joint dinner with the IFTA and IRP audit committees was discussed. Everyone was in favor of continuing this tradition. Dave will send an e-mail to Anthony. This dinner is usually Thursday evening. Logistics might be an issue since we are in Las Vegas and the hotel is a couple "Vegas" blocks from the strip. There is a Mexican and Italian restaurant in the hotel. IRP usually gets this dinner together and selects the location.

Old business:

Update on Ballot 4 January Webinar

Dave will e-mail the commissioners, assistant commissioners and audit contacts to let them know a webinar will be set up at another date. This topic will be discussed at the workshop.

Ballot 4 is in regards to what constitutes an audit for the audit count. The less than four quarters and audits for cause are also a part of this ballot. Ballots need to be submitted to Debbie by April 22, 2016.

Any other business:

New business

Dave asked everyone to think of topics to discuss at our meeting at the end of the workshop. The average mpg and kpl was suggested.

Helen gave an update on the Best Practices Guide. She will get the final changes to the subcommittee in the next couple of weeks. From there it will go to all committee members for discussion, IFTA for a disclosure page and finally to the Board for approval.

Debbie will send a notice to everyone cancelling the regularly scheduled committee call in February.

Dave thanked Helen and Jeff for stepping up while he was gone.

Jeff asked if anyone's jurisdiction has raised their fuel tax in the last couple of years and if they have to please send him an e-mail discussing the change. He asked for the mathematical formula they used to figure out the increase. Indiana is looking at raising their fuel tax. Jeff has a report that is due in October regarding this issue. Rhode Island, Montana, Wyoming, Kansas and Oklahoma tax rate changes all have to be approved by their legislature.

Diana motioned to adjourn the meeting. Joel second. Motion carried.