

**IFTA AUDIT COMMITTEE TELECONFERENCE  
11:30 EST, April 19, 2011**

**COMMITTEE MEMBERS:**

Dawn Lietz, Chair, NV  
Jeff Hood, Vice Chair, IN  
Tony Dewell, BC  
Gene Hall, VA  
Stacey Hammock, WY  
Diana Kay, FL

Audrey Martel, NH  
Dave Nicholson, OK  
Hoa Quach, AB  
Bob Schwab, MO  
Dan Young, MT  
AnnMarie Chamberlain, Ex-Officio, MA

**BOARD LIAISONS:**

Kirk Davenport, TX  
Sheila Rowan, TN

**IFTA INC. ADVISORS:**

Debbie Meise  
Tammy Trinker

Absent: Hoa Quach, AB

Other Attendees: None

**Welcome of new Audit Committee Member:**

Dawn Lietz extended the group's welcome to our new Audit Committee member, Stacey Hammock, WY, noting her previous attendance at the Audit workshop meetings.

**Review of Minutes from 03/08/2011 Audit Committee teleconference:**

Changes: None  
Motion to approve Dan 1<sup>st</sup> and Tony 2<sup>nd</sup>

**Review of March 16 Planning Call minutes:**

The minutes were discussed.

**Countdown to 2012 Workshop – 8 1/2 months:**

– NOTE: Audit Committee meeting held today was rescheduled from 4/12 due to scheduling conflicts.

Joint Audit Planning Call is scheduled for Wednesday April 20<sup>th</sup> at 11:00 am ET and every 3<sup>rd</sup> Wednesday of the month thereafter.

Dawn discussed that input is now needed for us to move forward. What does the IFTA AC want us to discuss?

The committee discussed possible topics and presenters for the for 2012 Workshop

Auditor 101, Auditor 301 (Advanced Auditing Techniques), and Managing for Compliance:

Rich Wagner of KY sent an email with new ideas for Auditor 101 his email needs to be considered and make sure that IRP and IFTA authoritative documents are referenced appropriately. Possibly a mock audit can be held in the Auditor 101 class. Possible inclusion of GPS in basic fashion is being considered.

Change title of Auditor 301 to Advanced Auditing Techniques.

Managing for Compliance was discussed. Clearly stating its contents for attendees was suggested to help attendees determine if they need to attend this session as opposed to Auditor 101 or Auditor 301/Advanced Auditing Techniques.

Breakouts

Mark Byrne and Rick LaRose have offered to put together a presentation on trip permits and it is recommended as a breakout. Both gentlemen have agreed to present on this topic with Mark representing IRP issues and Rick representing IFTA issues.

John Jabas has stated that an industry presentation on GPS systems from the vendors of the actual systems themselves can be created.

Household carrier's presentation was suggested.

Report writing presentation was suggested.

Audit Programs that are used by various jurisdictions may be a topic for a breakout session. Arizona, Montana, and Indiana are possible jurisdictions.

General session:

Fuel – Audited MPG adjustments. Mark Byrne Nebraska study.

## **Updates/Reports**

### CAWG

Jeff Hood reported that input is being received and that the Article X Webinar is archived on the IRP site. The next steps are a Webinar held later today to address the IRP APM and then a presentation at the IRP annual board meeting held beginning May 5, 2011, in Pittsburgh PA.

Dan Young will be presenting along with Zoya Kingston an IRP APM Webinar to be held **today** at 2:00 EST. The internet location for the sign up was provided.

### RRWG

Gary Frohlick has presented a final form and presentation to the Board. No changes have been made since the version presented at the last IRP/IFTA Workshop.

### ITAC

Jeff Hood reported that P600 Language has been prepared for presentation to the Board as per their charge. Language to some extent mirrors the CAWG work but has subtle differences.

Audit Manual Review – Dan Young has been preparing a preliminary document. The document will be circulated to the Audit Committee members in the next week or two.

### Future Webinars

Jeff Hood reported that the next joint audit Webinar to be presented by Jeff Hood and Thom Rabaglia and is to be on the topic of sampling. Work has been delayed by other duties but the Webinar work should be reengaged in mid May 2011.

## **New Business:**

Audit Committee representation at the ABM – ballot presentation

Dawn Lietz expressed her appreciation for the work conducted on the Ballot FTBPB 02-2011 proposal and for the compromises made in its creation.

Gene states that he can be a representative of the Audit Committee at the ABM if needed due to travel restrictions for others.

Canadian jurisdictions are proposing a ballot (#3) that will be posted May 6, 2011. Audit Committee may want to examine this.

Motion to adjourn Dan 1<sup>st</sup> and Dave 2<sup>nd</sup> Meeting adjourned at 12:27 pm EST  
Next Meeting is Tuesday, **May 10, 2011 @ 11:30 EST.**