

IFTA AUDIT COMMITTEE TELECONFERENCE MINTUES
September 13, 2016

Jurisdiction Representatives:

Dave Nicholson, Chair, OK
Jeff Hood, Ex-Officio, IN
Bob Gattinella, RI
Jimmy Tompkins, AL
Lynden Landholm, KS
Beth Duda, AZ

Helen Varcoe, Vice Chair, MT
Kelly Heaton, AR
Stacey Hammock, WY
Joel Foreman, NE
Kristie Zanis, NH
Marsha Douglas Roy, QC

Board Liaisons:

Steve Nutter, VA
Joy Prenger, MO

IFTA Inc., Advisors:

Debbie Meise
Tammy Trinker

Roll Call: Lynden was absent.

Approval of August 9, 2016 meeting minutes; A spelling correction was made to Monica's last name; Bob motioned to pass minutes with correction and Marsha second; motion carried; minutes pass.

Ballot 4

The commissioners voted to continue this ballot as a short track ballot.

BPG

Monica Halstead (IN) and Jody Grossman (WI) have agreed to move the BPG forward and have developed a timeline for completion. A survey has been sent to the membership for their input into the final product.

Bob explained he uses the BPG for new auditors. Stacey commented that they do not use it on a regular basis but have used it for their new auditor who has since come and gone. She is glad it is being updated. Marsha also mentioned it is a useful document.

Planning Committee

The Draft Agenda has been updated based upon comments from last month's call. The breakouts will include vendors that compile data electronically. The letter is being finalized and will be sent to all potential vendors, prior to making the selections. The intent of the letter is to ensure the vendors can provide useful audit information. The vendors need to show where the information comes from and how it is stored. It will be a good Q & A for attendees. This is not designed to market their product.

The committee has started to rank the scenarios and fit them into the appropriate breakout sections. The preliminary agenda is due this month. Helen will send a copy of the latest version to the committee.

Jeff suggested a jurisdiction show how information they receive flows, how they manipulate the data and download it to Excel, and possibly combine the lats/longs.

Each breakout is 1 ½ hours. The committee will be reaching out for volunteers to present at the workshop. Scenarios can still be submitted to Dave or Helen. It's better to have more than not enough.

PCRC

The proposed rule changes brought by the PCRC at the annual business meeting were withdrawn and will be looked at further by the committee. The membership had several issues with the proposed changes. Jeff suggested another working group with other committee members be formed to review the proposed changes.

Joy feels all committees should be a part of this new process. Everyone should work together to make it the best it can be. She also was on the working group for the recently passed ballot 3. Dave thought the concept was good and that other committee participation would be relevant. Jeff commented that the ballot passage would impact the audit manual and the PCRC process language that would start January 1, 2017.

Rich and Tim gave a good presentation of the proposed new PCRC process at the ABM.

ARWG

Stacey gave an update on the working group. During the last conference call the Board charge was reviewed and the strategic plan was discussed. The Board would like a final written report by September 15, 2017. Who reviews the annual report information and what they use it for was discussed. A survey will be created and sent out to the membership. Each member of the committee was asked to send Lonette potential survey questions to discuss at our next meeting on October 5, 2016.

Industry Averages

Bob thought it would be helpful to survey the membership to see who uses this document and if it is useful. It's also important the Attorney's section agrees whether the AC should be a part of this process or not, and then document their opinion from a legal aspect.

This issue was discussed in detail. Dave explained that if the AC took this on it would change the charter and need Board approval.

Nebraska asked the AC to take on the responsibility of updating this document because so many jurisdictions have asked them for it. They will continue to update it for their jurisdiction but may not share it in the future.

No one has heard of a dispute when the industry average document has been used. The resources and websites Helen sent to everyone may not be vehicle specific and may just include all units being operated for a certain year.

Jeff suggested that if the records are adequate but don't have all the information, maybe the mpg history of the vehicles in the fleet could be used.

Dave explained we need to remember this would or should be used as a tool. A survey could be sent to the membership to see how important or helpful this tool is to them. The survey results can be taken to the Board for guidance and Attorney section for review.

New Business

There is a ballot being developed to change how votes are to be counted.

Stacey is now a member of the PCRC. Dave comes off the AC in February and new Vice Chair needs to be selected.

Bob motioned to adjourn the meeting; Jimmy second; motion carried; meeting adjourned.