

**IFTA AUDIT COMMITTEE TELECONFERENCE
AUGUST 12, 2008**

PARTICIPANTS:

Arthur Gumbs	Audrey Martel
AnnMarie Chamberlain	Dan Young
Mark Byrne	Fred Alleman
Gene Hall	Lonette Turner
Bobbie Keller	Tammy Trinker
Dawn Lietz	

The minutes of the IFTA Audit Committee teleconference held on July 8, 2008 were accepted as written.

Update of the Audit Committee Sub-Committee Survey of the IFTA Commissioners

Rick LaRose (CT) sent Arthur an email regarding an update of the survey. Arthur forwarded it to the members of the Committee participating in the teleconference. Due to its length, a decision was made to discuss the contents later in the teleconference.

Update Joint Audit Subcommittee – Nebraska Joint Audit

Dawn stated that in a conversation with a person from Industry, she learned that “word on the street” was that the joint audit was successful. The Nebraska audit is nearing completion. Mark indicated that it should be done by the end of August or early September. He sent a list of questions regarding how to handle adjustments and most participating jurisdictions have responded. For some questions, the answer was unanimous for others there was close to a 50/50 split. Mark stated that among other things, during the audit, various audit techniques were observed, and that differing software was not an issue. The work on the part of the participating auditors was accurate and moved along quickly. Crucial to the success of a large audit is the planning stage before the audit even starts. Auditors know their job and complete it efficiently. This type of audit also brings more uniformity among jurisdictions. While adjustments will be small, an issue still pending is compliance. This subject will be discussed before the end of the audit. Two of the jurisdictions most effected have differences of opinion on this topic.

It was noted that the Minnesota joint audit has been postponed until Spring. This audit will be large and complex and includes rental and leased vehicles. The subject of the audit has IFTA fleets registered in Minnesota, Pennsylvania, Ontario and Quebec. IRP fleets are registered all over the country. Some jurisdictions register more than one IRP fleet. With 30,000 vehicles, one issue is, does everything get reported or does some information fall between the cracks? A consensus was to audit all clients concurrently, and because this will be a paper audit, there will be volumes to sort through. This audit will be an IFTA-only audit. Mark voiced the opinion that the need for a spin-off permanent sub-committee, or an entirely new committee in the IFTA and IRP sectors should be formed to help with the logistics connected to “monster” audits.

Audit Workshop 2009

August Planning Committee Teleconference

The main topic of conversation was the preliminary agenda for the 2009 Workshop

Review the draft of the Preliminary Agenda

A change was made to Monday, January 5; the lunch will be Hotel Provided. Breakout Two will now be "Audit Planning". Question marks will be eliminated from Breakout Four.

On Wednesday, January 7 the morning break is Hotel Provided and lunch is On Your Own. The Workshop Wrap Up will occur after lunch, followed by the Jurisdiction Only session and the Joint IFTA/IRP Audit Committee Open Meeting.

On Thursday, January 8, the time frame will be 8:00am to 5:00pm

Fourth Breakout Session Topic

"Fuel Issues – bulk fuel, related motor fuel, fuel information sharing" will remain as it stands.

Presenters/Material Preparers/Materials Preparation/Volunteers

Breakout #2: Mark will be added to the presenters. Gary Bennion is questionable.

January 7, morning General Session: Thom Rabaglia and Rick LaRose are to present this topic. Rick has yet to agree to participate (but he has yet to turn down a mike). Because the topics deal with Nebraska's joint audit, it was decided to include the panel that prepared the audit, Mark Byrne, Dawn Leitz, David Nicholson and Jeff Hood.

Other Workshop Related Items/Issues

Mark inquired as to the material difference(s) between Auditor 301 (GPS Points & Distance Software) and Breakout # 1 (GPS Information & Auditing). Auditor 301 is more generic while Hoa and Sandy will be more specific and focused. Mark has a powerpoint that may be more beneficial to the Auditor 301 session. He will offer the powerpoint to those presenters.

Tammy was asked about the Workshop site for 2010. She stated that she has strong leads in Arizona, Texas and Florida. Those three jurisdictions are less expensive and will accept the government per-diem. In regard to Las Vegas, Tammy could not get the government per-diem for January, February or March.

Arthur asked about a list of preparers and their phone numbers and email addresses. Bobbie volunteered to put that list together.

Dawn, Audrey and Rich will have a teleconference tomorrow regarding Breakout Three, Hodge Podge.

Other Business

Arthur stated that changes have occurred in Audit and Inspection in Ontario resulting in the increase of his responsibilities while the support staff has actually decreased. He has had to make a difficult decision regarding his position as Chair of the IFTA Audit

Committee. His reluctant decision was to relinquish his position as Chair, effective the end of August, 2008.

Lonette expressed her regret at his decision and thanked him for all his work on behalf of IFTA and the IFTA Audit Committee. Each member of the Committee also expressed their regret and wished him well in his new position.

Arthur stated that Lonette, IFTA, Inc. and AnnMarie could contact him at any time. AnnMarie suggested that he might be due for a vacation in January and that Arizona was a great vacation spot at that time of year.

A motion was made and seconded to adjourn.

The next IFTA Audit Committee teleconference is scheduled for **Tuesday, September 9 at 11:30am ET.**