

**IFTA AUDIT COMMITTEE MINUTES**  
**April 10, 2018**  
**Dial in #: (866) 906-7447 Conference ID: 9179391#**

**Jurisdiction Representatives:**

Helen Varcoe, Chair, MT

Dave Nicholson, Ex-Officio, OK (absent)

Joel Foreman, NE

Kristie Zanis, NH (absent)

Betsy McCabe, NV

Rayna Ware, TN

Beth Duda-Rel, Vice Chair, AZ

Kelly Heaton, AR

Lynden Landholm, KS

Marsha Douglas Roy, QC

Bille Pierson, ID

Jesse Taylor, MD

**Board Liaisons:**

Joy Prenger, MO

L Michael Romeo, CT

**IFTA Inc., Advisors:**

Debbie Meise- absent

Maria Coronado

**Volunteer to take minutes – Lynden**

**Roll Call:** Those absent are noted above.

**Approval:** Marsha made the motion to approve, Betsy interjected she was absent from the March call. Beth will update the March 13, 2018 minutes before the final is sent. Betsy then made a motion to second. Motion carried.

**Updates:**

**IFTA/IRP Workshop** – Helen commented that Tammy is close to having the survey responses compiled. Goal is to have them to the planning committee week of April 16.

Kelly asked about location and date for the 2019 workshop. Helen replied that a contract has not been signed, the time frame will be February, the only March date was potential spring break time period, and we would have people who rolled off the committee by then. IFTA is re considering March. Only Las Vegas has been disclosed as one potential location, the other two have not been revealed.

Jesse asked how he could help and Helen followed up to give a brief explanation about the workshop process. The Planning Committee will ask for volunteers to help with various workshop tasks later on this year.

**Joint Training Sessions** – Lynden noted that volunteers have come forward for each of the webinars to do the creating and then to do the presenting. Lynden would prefer that someone more comfortable in a presenting role would volunteer to help Kelly with the internal control webinar. Helen gave the committee the timeline the JAWS subcommittee has laid out. Presentations are due JAWS on July 1. Then by August 1 the JAWS will review for any changes then send to the presenters the content of their applicable webinar and possibly set up a practice session with Claudia, from IRP.

September to October, webinar presentations will commence.

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**Best Practices Guide** – The board has approved the content. Helen reviewed the hyperlinks and found a couple of errors. It will take IFTA, Inc. IT staff some time to make the corrections as it requires more technical work than just a making a few key strokes. It is hopeful this will be done in the next couple of weeks.

**Indiana Questions** – Dave was not able to be on the call to give an update.

**Industry Committee Representative** – Beth asked if there had been any discussions with our jurisdiction's IFTA commissioner. Joel started and indicated the NE commissioner acknowledged there are pro's to having a IAC representative, though the cons outweighed them. Kelly indicated the AR commissioner had no opinion and deferred to Kelly. Bille, indicated that ID did not have a problem with it and thought it would work like IRP. Jesse acknowledged the MD commissioner is against it. Helen discussed with MT and thought that industry already has the IAC and they could crossover with audit committee if they desired. Marsha replied that QC had no opinion and that the compiled comments covered everything. Rayna, the TN opinion was that there was no benefit. Beth indicated that AZ did not agree to a representative on the committee but that a quarterly call with industry would be acceptable. KS - did not believe it is necessary to have them on the call every month. There could be sensitive information, or they may glean some information that could be used against us. NV – has no response yet.

Helen will compile the responses and forward to board liaisons, Joy and Michael.

**PCRC Questionnaire Inadequate Assessments-** Joy asked for an update. Helen had word from Debbie that they are trying to get this worked out to be done thru the clearinghouse. They are uncertain whether a ballot will be needed to get this added as an annual report requirement.

**Record Reviews** – No updates, waiting on survey responses.

### **New Business:**

Since this is Michael's first committee call, Helen asked that each of the committee members give a brief introduction of themselves. Michael responded with his own introduction. Michael is on the board due to the retirement of Rick LaRose

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Beth asked if anyone had trouble getting their reports uploaded to the clearinghouse. Several responded that the site was back up and had been able to get theirs completed. A security update and new IP address caused the clearinghouse downtime. The update notification from IFTA may not have filtered down to all of the appropriate jurisdiction staff.

There was no further business to discuss. Betsy motioned to adjourn and Kelly the second. Motion carried.