

IFTA AUDIT COMMITTEE MINUTES

May 14, 2019

Dial in #: (866) 906-7447

Conference ID: 9179391#

Jurisdiction Representatives:

Beth Duda-Rel, Chair, AZ (Aprv)
Kelly Heaton, Vice Chair, AR (Aprv)
Marsha Douglas Roy, QC (Aprv)
Joel Foreman, NE (Aprv)
Lynden Landholm, KS (Aprv)
Betsy McCabe, NV
Bille Pierson, ID (Aprv)
Jesse Taylor, MD – Absent (Aprv)
Mason Simpson, TN (Aprv)

Regan Johnson, MB (Aprv)
Lynn Resides, PA (Aprv)

IFTA Board Liaisons:

L. Michael Romeo, CT
David Nicholson, OK

IFTA Inc., Advisors:

Maria Coronado
Monica Halstead - Absent
Debbie Meise - Absent

Minutes: Betsy McCabe

Roll Call: Noted above.

Approval: Motion by Marsha and Second by Kelly to approve the April 9, 2019 meeting minutes. Motion carried.

Updates:

IFTA/IRP Workshop – Good meeting in April, rough agenda and tasks were given to decide who will present what. Still waiting to hear who will be the new IFTA president. Tim Ford from CA working on getting someone from California who will do the greeting at the Workshop in San Diego. Heidi is looking at interactive games which could help individuals who are a little shy or do not like to talk to be able to participate. Individuals would log on to an app on their phones and the questions would be there for everyone to answer. Michael mentioned that they have used something like that in CT and he will get some information for Beth on the app that they have used. Breakouts are going to be one and a half days and will be Auditor 101, Auditor 301 and Manager Sessions again because there was good feedback from last year’s workshop. Data analytics contact in Louisiana is no longer doing IRP audits so they will not be available to present at the workshop. Beth cannot convince her auditor to present at the session so Beth might be doing the presentation. May do something on Audit reports. Hopefully at the next meeting they will have some more solid information.

Best Practices Guide (BPG) – Beth rewrote the questions so that there would be actual answers and not just yes/no responses. The survey closed May 10th. Beth has not yet got responses. Maria is going to email Tammy to see when we might receive the survey. We might need to take some time to review. Beth saw that under sampling it mentioned an example that she could not find in the appendices.

Joint IFTA/IRP Manager Huddles - Beth said that she spoke to Heidi and she has two individual from the IRP side to facilitate. She would like names from the IFTA committee (two individuals) to facilitate. Lynden asked what the facilitator would do, Kelly mentioned that he doesn’t think that the facilitator will have to come up with the questions only put the questions out there to be answered and wait for everyone to respond. Beth thinks that it might be similar to the Manager break out where there are a couple of questions thrown out for everyone to answer. Kelly and Beth have volunteered to facilitate.

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Agreement Procedures Committee Ballot Proposal – any updates needed/desired? Beth said that they took out suggestions and made some changes. She also sent Cindy an email to say that the changes to the audit report seemed to be more geared towards the reporting side and did not belong in the audit report. Hopefully they will get them cleaned up before the final vote. Still out there in the comment phase.

Board Update – The Board met last month and had 3 days of intense meetings. They continue to work on the strategic plan including a timeline for completion of items. Currently working on the Budget which will be presented and finalized by August at the Annual Business meeting. Board members were assigned various tasks to work on. The agenda for Annual Business meeting is also being worked on and should be finalizing shortly. Indiana had asked if anything “allows” or “prevents” a licensee from holding multiple accounts either in the same jurisdiction or in separate jurisdictions. The board concluded that there is no such language and would leave it to the individual jurisdictions. However, this should be coming out within the next month for review and questions. Election committee is working on filling rotating spots available in the Midwest and West that are currently open. Three current Board members up for reelection, they are Scott Bryer from NH, Craig Lyon from SK, Rodney Richard from AR. Two members Trent Knoles from IL and Steve Nutter VA will be rolling off. Possibility to have an affiliate membership from Industry added but they would pay to be a member (non-voting) on committee. Dave mentioned that the Board is working on a Conflict of interest policy for Board members to sign. This may roll down to committees. The Board is also working on specifications for hiring an Executive Director.

GPS Standardized Data Output Working Group:

As part of Strategic plan to create or participate in ELD/GPS group. Having discussions but nothing voted on, however, he does not see a problem with us moving forward. Beth should send a formal request to Michael and David to have someone attend a working group. Dave said that the IRP Board did move forward on creating or getting the IRP audit committee to create charges to move forward with this working group. Betsy made a comment regarding NATSA looking to not have odometer readings be part of standardized data from a GPS output. David stated it would be up to auditors to determine what information audit needs to verify travel.

Learning Management System:

Michael said that they did agree to move forward with IRP to create a Learning Management System. IRP and IFTA are working together to find a vendor that will house all of the training videos and materials.

IFTA, Inc. Update – Maria had no updates for IFTA but did say that she heard back from Tammy. Tammy said that she will compile the information from the BPG survey and get it out to Beth and Kelly.

New Business:

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Regan stated there is a need to update the link for the BPG because it is hard to find. David and Michael mentioned there was discussion about where items should be so that they are easier to find. One suggestion was to put all of the BPG on the front page with the manuals.

Lynden made a motioned to adjourn and Joel seconded the motion. The motion passed.