

**IFTA AUDIT COMMITTEE MINUTES**  
**September 11, 2018**  
**Dial in #: (866) 906-7447 Conference ID: 9179391#**

**Jurisdiction Representatives:**

Helen Varcoe, Chair, MT (absent)  
Dave Nicholson, Ex-Officio, OK  
Joel Foreman, NE  
Kristie Zanis, NH  
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:**

L Michael Romeo, CT  
Mark Byrne, NE

**IFTA Inc., Advisors:**

Debbie Meise (absent)  
Maria Coronado

**Volunteer to take minutes – Betsy**

**Roll Call: absences noted above**

**Approval:** Approval of August 7, 2018 meeting minutes. Kelly made a motion to approve. Marsha seconded the motion.

**Updates:**

**IFTA ABM** – Beth updated the committee. The meeting was held August 15 & 16<sup>th</sup> there was not an update from the audit committee. Helen will give an update at the law enforcement/managers workshop. There were Election of Board members. Helen was nominated and elected from the western region, Mark was re-elected, Michael was re-elected and Virginia was re-elected from Ontario.

Ballots full track and short track. The ballot for Uploading to clearinghouse daily was moved from full track to short track. Another Short track ballot was for Canadian jurisdictions posting to bank, EPB on full track, Full track IFTA tax rate matrix (giving jurisdictions 5 days to verify tax rates).

Regional break outs and electronic logging devices was a huge talking point. Implementation of ballot 5-2017. Breakouts on second day talking about alternate fuel vehicles (electric, etc.). How to standardize rate, etc. Town hall topics request before the meeting which worked well.

**IFTA/IRP Workshop** – Update - last month's call. Finalized draft agenda. Auditor 101, Auditor 301 and Manager. Idea for Auditor 301 was Projecting and when to expand, idea. Idea for Manager is auditor safety, reviewing amount of inadequate audits per jurisdiction, audit selection, and how or what type of education they provide to carriers. General session adequate/inadequate and auditing electronic records. Last day of workshop will be the outdoor presentation followed by Jurisdiction only and then joint committee meetings. The planning

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committee is looking for audit scenarios send to Helen, Beth, David, Renee Kaiser (AL), Heidi Crawford (NE) or Chester Cook (GA).

**Joint Training Sessions** - First webinar was last month the feedback was good and participant asked some good questions. Second one is today at 2pm eastern time Lynden and Kelly are the presenters. No more committee meetings. 3<sup>rd</sup> webinar is Sept 25.

**Indiana Questions** – Dave to give an update. Indiana had one audit where they found a lot of unreported fuel in one jurisdiction but only a few miles this created a huge credit. Some email exchange regarding inadequate records. Dave will come up with different scenarios and it will be discussed at the workshop. Goal is to try to come up with a consistent way to handle some of these scenarios.

**Record Reviews** – Beth present the idea of an IFTA Records Review ballot at the 2018 ABM. Responses and feedback were lacking. AC decided to drop this as a ballot proposal. Perhaps a records review topic could be added to the BPG as a training tool for new auditors.

**Board Update** – Michael updated committee that Rick Taylor of Kentucky is resigning his board position since he is retiring. Looking for new board member from the (Southeast Region). Oct 23 & 24 is the next board meeting. As Lynette retires IFTA Inc. is going to move forward with Monica Halstead as the business supervisor. Lynette will remain as a consultant to help during the transition period. Mark agreed that Michael covered everything.

**New Business:**

1. ELD – there were several different scenarios discussed. One was that there was an unknown jurisdiction, then another jurisdiction where the mileage was doubled. ELD's being kept on drivers phones and no more paper DDL's. Lots of discussion and concern also at the ABM.
2. Kelly was nominated by the committee as Vice Chair replacing Beth who is moving into the Chair position since Helen was elected to the Board and will be stepping down. Motion passed. Beth will forward to Mark and Michael so they can notify the board.

**Adjournment:** Lynden motioned to adjourn and Betsy seconded the motion. Motion carrier without dissent.