

Attendance:

Amanda Koeller
Bill Blum
Melvina Allen
Garry Hinkley

Jason DeGraf
Marc Walker
Trishawn Bell
Amber Schuh

Ron Hester
Sherry Conrad

Unable to Attend:

Cindy Arnold
Monique Williams

Brenda Wells
Trishawn Bell

Bettina Naylor

January 21st minutes were approved with a minor change where Marie Stark was listed as an attendee in error. Motion to approve by Marc and seconded by Melvina.

CAC General Updates

Ron Hester, a long time board member, has agreed to Chair the CAC as Bethany Musselman's replacement. The attendees welcomed Ron and expressed gratitude for taking on the role.

Ron Hester suggested that we could post various committee documents on the IFTA website under the CAC heading. The committee agreed that this was a good idea so all are made aware of our efforts.

Additionally, Marc Walker referenced the schedule of Meeting Minute takers that were completed by him recently. The minute takers, for each of the Months, are as follows:

March 2016	Sherry Conrad
April 2016	Amber Schuh
May 2016	Monique Williams
June 2016	Melvina Allen
July 2016	Trishawn Bell
August 2016	Brenda Wells

It was understood that if a minute taker was not available they should try to find a replacement.

Amanda said CAC membership still has vacancies. Specifically, we require 2 Mid West, 1 North Eastern and 1 Western representative.

Garry, reported on the recent IFTA Board Meeting. His summary comments are as follows

- Overall good meeting
- Board was concerned about overall quality of data in the Clearinghouse
- Board may consider funding of proposed projects that would benefit the IFTA community.
- Board will sponsor Quarterly Meetings (phone) by Region
- Referenced Wisconsin lead effort to create a Pilot Program for Electronic Credentialling.

ITAC Update

Garry indicated that the ITAC did not have a Chair or Vice Chair and was dormant. He suggested that the committee could be combined with the Clearinghouse Advisory Committee.

Funds Netting – USD \$6,314,780.00, CAD \$157,441.00.

Amanda said that this was the 1st Netting that Alberta has been a full participating member of the Clearinghouse. This leaves only OK, QC and NL as the remaining non-participating members.

There was no further word on the Illinois budget gridlock and as a result they have not funded the netting for the past two monthly cycles. Illinois has transmitted data and NOT provided funding.

Quality Control Sub Committee

Jason summarized his efforts to test data in Transmittals. He reported that UT, NJ and NM had letters in the taxpayer identification number. He also validated that Illinois is not submitting data as expected due to budget dead-lock (see Funds Netting). Jason indicated that he will continue to work with Jurisdictions to improve the data.

Marc has downloaded a full demographics database and analyzed some of the fields for issues. Many errors have been identified such as incorrect dates (Jan 2020), zip codes formats, status, and number of digits for account number. Duplicate accounts have been identified, created by account number leading zero's (000123456 or 123456) and with different status...

Some of the errors are more important than others due to the pilot program for roadside enforcement. A jurisdictional full demographics upload would resolve many issues and should be requested from jurisdictions with major issues.

Clearing House Best Business Practices

Bettina was unable to attend due to a necessary training session. Garry spoke on her behalf and stated that the Demographic Survey will close for additional comment on February 24, 2216. Bettina had developed a rough draft of the Transmittal database questionnaire that the Best Practices subcommittee will be addressing in the near future. It was also suggested that the subcommittee also consider how statuses are used vis-a-vis Cancel, Revoke and Suspension.

Electronic Credentialing Work Group

The WG is working closely with Wisconsin on the Midwest electronic credentials project. Wisconsin sponsored a Webinar on 2/16/16 detailing plans for testing the new electronic credentialing process test. The test will begin in April and continue until November 2016. Wisconsin has developed procedures and a handbook and will report out at the IFTA ABM and will make a report to the Board at some point in time.

SAFER

Garry reported that data quality and improvements continue, primarily affecting IRP. Additionally, Nevada, New Hampshire are sending IFTA demographic data to SAFER via the CH. North Carolina is in test with sending CH data to SAFER. Preliminary work with MA.

Dual Fuel- No update as of 1/21/16.

New business – There was no new business to discuss.

Next Meeting is March 17, 2016 at 11AM EST

The February 18, 2016 meeting adjourned at 12 Noon.

Bill Blum took minutes from the 2/18/16 meeting.

Sherry Conrad is scheduled to take minutes from the 3/17/16.