

IFTA / CAC Teleconference Call | Thursday, September 15, 2016 | 11:00 AM (E.S.T.)
(Clearinghouse Advisory Committee)

Attendance:

Amanda Koeller	Trishawn Bell	Brenda Wells	Monique Williams
Lonette Turner	Marc Walker	Bettina Naylor	Chris Keil
Jason DeGraf	Garry Hinkley	Cindy Arnold	Melvina Allen
Ron Hester	Sherry Conrad		

Unable to Attend:

Amber Schuh	Kalyn Gomez
-------------	-------------

Ron welcomed our newest committee member Chris Keil.

Minutes were sent out with minor changes. Changes were verified.
Motion to approve minutes by Marc and second by Melvina. Minutes approved with the changes.

Committee Vacancies & Current Sub-Committee Assignments

There is still one vacancy in the North East. Garry stated there was a NE regional call soon and he would attempt to get a volunteer. Amanda stated she referred one person to the volunteer form.

Ron provided a sheet of all of the people who are on the CAC sub-committees. He stated that this is the last opportunity to volunteer for one of the sub-committees. After this you will be assigned to a sub-committee. Marc stated that on the sheet Monique is the only one on the Clearinghouse reports section. Ron stated that Monique is reviewing the Clearinghouse reports for the Best Practices sub-committee.

CAC Face to Face Meeting

Ron suggested a possible meeting with the entire CAC for two days at the IFTA office in Arizona. This meeting would delve into processes and procedures. We would look at quality control data and do a lot of work. First Ron needed to establish an interest. He had heard from some committee members via email. He asked the members who had not responded for their interest and any time frames.

Interest was expressed by all asked and it was decided that January was better than February. January 18th and 19th are the dates for the board meeting. It was discussed whether before or after the board meeting would be more beneficial. It was discussed and decided while before the board meeting would have been better it put a significant time crunch on presenting the outcome to the board. It was then suggested the outcome could also be presented at the April board meeting to alleviate this.

Ron and Amanda will work on getting proposal together to present to the board and IFTA Inc. The travel expenses would be paid for by IFTA Inc., however CAC members may need to get approval from their jurisdiction. If it is approved a detailed agenda would be provided to make the most out of the time. If there are any who would be willing to help write the proposal contact Ron with any suggestions. Garry stated that the Tech Committee had a face to face meeting recently that was beneficial. The deadline for the proposal to be submitted is October 2nd.

Ron asked who would be attending the IFTA/IRP/Law Enforcement Managers meeting. Cindy Arnold, Trishawn Bell and Bettina Naylor all stated they would be attending. Cindy stated Kalyn would also be attending.

Funds Netting (estimates) – USD \$ 61,462,783 CAD \$ 4,043,818

Amanda stated there may be issues with the NJ transmittal this month as they had not yet paid. She was receiving updates from NJ on where they were at with the wire during this meeting. She stated the issue is arising from NJ having significant key staff turnover.

IFTA – 2018 Funds Netting Calendar

Amanda e-mailed the Funds Netting Calendar this morning. It is based on prior years and was checked by Monique, Melvina and IFTA Inc. staff. Ron noticed there are two Good Friday's listed on the calendar, one in March and one in April. Ron and Marc also noted there were many Canadian jurisdictions who celebrated a Civic Holiday the first Monday of August. Amanda will add this to the calendar in case it causes issues in later years. Sherry also noted that while she had not looked at the calendar we need to make sure there are at least five days for funds netting and that these holidays not interfere with this. Sherry stated Easter causes the most issues. Any less than five days could cause some jurisdictions issues. There was further discussion on the five day rule.

ABM Break- Out Sessions Update – Next Steps Update

Ron asked if our notes from the ABM had been posted on the committee page. They had not and Amanda will do this when she receives them. Our last call on the ABM was briefly discussed. It was decided the topics we want to review from the ABM be added to the agenda for the next CAC meeting. Ron and Marc will work on this.

Quality Control Sub Committee

Marc met with the Quality Control Sub-Committee this week on Tuesday the 13th. He stated they had distributed letters for each committee member to work on individually. They were also reviewing the demographics load from Monday. He stated that due to some competing priorities, Brenda would take the lead. Brenda stated their next meeting would be the first week of October and stated that all would review their documents and come to the meeting with feedback.

Jason stated he would begin sending automatic emails to the Commissioner and Assistant Commissioner in the jurisdictions which have problems with their demographic data. He stated the four criteria he would be referencing are: the EIN contains only 9 digits, the TIN contains no letters, the four status types are the only types and the dates are in the correct format. He is hoping to get this started by next week. This email will be sent every day until the data is corrected in the CH. There was some discussions on the details of the emails. Marc requested that he receive a list of all of the jurisdictions who are receiving the emails. There was some discussion around this and Marc stated the Quality Control committee would assume if they are contacting the jurisdiction that the jurisdiction has also received and email.

Jason asked if he should be checking on the USDOT and it was decided that we do not have enough parameters or requirements to do so. Garry stated that he had been reviewing the database provided by Marc Bell at the ABM and they were finding issues with duplications especially of names with minor changes in spelling. He also stated he had a call with the Feds this afternoon.

Best Practices Sub Committee

Bettina reported on the Best-Practices Sub-Committee that they had a call yesterday (September 14th) and they began reviewing the document line by line and would continue to do so. She also stated Monique was reviewing the reports. Garry asked if he could information to present to the board this October. Bettina stated she did not think they would be done by this time. Ron suggested we present at least the draft. Bettina agreed they could submit a draft. This would need to be to IFTA Inc. for submission by October 3rd.

Electronic Credentialing Work Group

Garry stated Paul Bernander from WI who is the head of the Electronic Credentialing Piolet Project has been presenting on a trucker radio station on Sirius radio. Garry stated Paul is also working on a ballot that would require all jurisdictions to accept at least IRP Cab Cards and IFTA Licenses electronically. He also stated this all hinges on accurate and timely data. He is attempting to get information together to present at the Maine legislature to have them participate in these pilot projects.

He also wanted to follow up from the ABM and stated the CAC Breakout sessions were well received. He stated at the next ABM we should present our progress in a measurable way.

SAFER

Garry presented on SAFER. He has a call with FMCSA / VOLPE to get CH data to SAFER. They are having issues with NC, NH, CA and NV. There are also fifteen jurisdictions who do not have CVISION and they are looking at having the CH send the data to CVISION.

New business – No new business discussed.

Amanda stated that she just received an email and they had received funds from NJ.

The timing of the next CAC call was discussed. As the board meeting is October 18th and 19th it was suggested we move the CAC call to the following week. It was agreed the next CAC call will be on October 27th.

Next Meeting –October 27th, 2016 at 11AM EST, next minute taker – Monique Williams

Meeting adjourned at 12:07 PM EST

Meeting minutes taken by Bettina Naylor