

IFTA / CAC Teleconference Call | Thursday, January 16, 2014 | 11 AM (E.S.T.)

Roll Call began at 11:04 AM (E.S.T.)

Meeting adjourned @ 11:47 PM (E.S.T.)

Attended: Trishawn Bell, Randy Boone, Sherry Conrad, Jason DeGraf, Garry Hinkley, Amanda Koeller, Sherry McKinley, Scott Miller, Glenda Smith, Mark Walker, Natalie Wendell & Carla Pape

Randy Boone – Angie took October 2013 minutes but he cannot reach her. He also recorded the November 2013 minutes but the data was destroyed. He will try to recount the minutes from that meeting and continue to try to reach Angie.

Scott recapped the meeting activity from the ITAC Committee.

(Those notes are attached here & through Garry Hinkley upon request and will not be documented here)

He had a call yesterday to talk about 2014 plans. Topics were:

- A. Archiving
- B. Hardware Upgrade
- C. Data Return Parameters
- D. Reporting

Funds netting update – we had a great month

Amanda Koeller – There were no late payments

\$ 25,281,622.10 USD

\$ 99,535.27 CAD

Garry Hinkley – Where are we with the revised access agreement? – Provide 1 funding option.

Amanda Koeller – Need to make changes to the access agreement. In October the board voted for 1 disbursement. They may be making a change to allow non-participants. Process has not begun. All jurisdictions need to sign. The goal is to have it done by the end of the year.

- Lonette and Amanda will make an amendment- it won't happen until Feb/Mar.
- Amanda will send out to CAC for feedback.

--- If that happens, it's the same now. Must do a paper check instead of a payout the day after. This added a 24hr grace period which gives everyone a deadline. It works well for everyone/21/2 year funds netting process. Most can write the same day or within 24 hours. Feels it will be a success.

Randy Boone – What is the audit trail if done manually? How do we update the Clearing House?

--- That would be a rare case as it has only happened once.

Garry Hinkley – It will never show in the Clearing House – funds issue will always look deficient.

Randy Boone – Let's put it aside for a later date. It will be an accounting nightmare.

Garry Hinkley – It will be a nightmare on both ends

Amanda Koeller – How does it look at the Clearing House?

Jason DeGraf – Manuals should go to the Clearing house and update the website.

Garry Hinkley – Ask the Jurisdictions for a report of check numbers and dates.

XX--- Should be notated down the road. He will put more thought into it. Indiana would make 2 payments if they missed 1 to be ahead of the game.

XX--- Cheri is not with us; Glenda was involved, haven't done the rev.

Carla – Glenda is replacing Cheri. Glenda has done a lot of work. Garry can talk with Glenda after the meeting. Glenda has always done most of the work.

XX--- The group agreed that Glenda had done a great deal of work and was an asset to the committee.

XX--- The Clearing House – best practices need additional work. Information was requested from folks at the committee meeting but we will sit on it for now.

Non-participating Jurisdictions – Using funds netting process. It is on the agenda.

Garry Hinkley - The Committee needs to accept and formally approve for the 4 non-participating Jurisdictions to be able to upload summary financials part in fund netting so we don't have to do the paperwork.

Someone should move to take a vote and give an opportunity for anyone to ask questions.

Jason DeGraf - Reviewed the process for non-participating Jurisdictions. He will work on setting up a program that will not have a fiscal impact on the Clearing House.

Gary Hinkley – Randy should ask to approve the enhancement

Randy made the motion and Mark seconded the motion.

Change the Access agreement

Amanda Koeller – Lonette and Amanda are working on the amendment changes and will send to all for approval. 1 jurisdiction may not agree. If we can get everyone to sign off it can be implemented 1/1/15.

--Garry was hoping for the enhancement to be implemented sooner. It will not take long on our end, but the red tape and getting signatures and Quebec translating documents will take extra time. Garry asked Amanda to continue working on the enhancements.

Scott Miller made a motion to approve the enhancement and Mark walker seconded it. A “yea” and “nay” vote was taken around the room. The “yea’s” were unanimous.

SAFER Update

Garry Hinkley – Scott hit the highlights. There was a data quality question, in particular the quality of information, status and dates. There were issues with roadside enforcement data access and quality. The committee is looking into quality improvement and will get a ballot.

Dual Fuel Update

Garry Hinkley- Update, there is a ballot pending to provide a unified way to measure LPG @ the standard conversion rate. LNG should be measured by volumetric but there are questions regarding gallons/liters.

Plan for a new Committee Chair

Garry Hinkley –Asked if anyone has any interest in the Chair position. Randy's term was up in December. Please contact Garry if you are interested in the position or have questions regarding the

Chair's role and responsibilities. All on the committee are talented and it would help alleviate pressure from both Scott and Randy.

Garry Hinkley- Duties for the Chair also include quarterly/annual reports, prepare meetings, and follow up on unassigned tasks.

CONTACT GARRY or Randy if you are interested In the Chair position.

The question was asked: Is there any new business to discuss? There were no replies.

Garry and Randy will get together to discuss this meeting and previous meetings/minutes.

Garry is away on business until 1/27/14 but he will have access to e-mail.

Meeting adjourned @ 11:47 PM