

**IFTA Clearinghouse Advisory Committee**  
Conference Call Minutes

**October 2013 Meeting Minutes**

**Meeting called to order at 11:05 AM Eastern on 10/17/13**

**Roll Call**

**Attendees**

Scott Miller (KS) Vice-Chair  
Trishawn Bell (AL)  
Marc Walker (NB)  
Sherry McKinley (ME)  
Garry Hinkley (ME) (Board Liaison)  
Jason Degraf (IFTA, Inc.)  
Amanda Koeller (IFTA, Inc.)  
Carla Pape (ID)  
Cherie Woodworth (ID)  
Sherry Conrad (NS)  
Angie Duerson (VA)  
Natalie Wendell (MN)  
Don Williams  
Craig Allison

**Absent**

Randy Boone (IN) Chair  
Glenda Smith (ID)  
Scott Greenawalt (OK) (Board Liaison)  
Aaron Steven (ID)

Angie Duerson is keeping minutes for October 2013 meeting.

Scott Miller made motion to approve September 2013 meeting minutes. Marc Walker was second. No objections, so September 2013 minutes were approved.

**ITAC Update – Scott**

Same update as September 2013 minutes: White paper to be completed by Dec 15/13. Sending out questionnaire to IT dept. of Jurisdictions. The response to the questionnaire needs to be received back to ITAC for their Nov conference call to be included in the White Paper.

### **Funds Netting Update – Amanda**

No late payments.

US Funds - \$27,273.453.57

Canadian Funds - \$174,172.33

### **Quality Control Sub-Committee Update – Cherie**

We were unable to review the 4 jurisdictions transmittals & demographics this month, so 8 are to be done for next update.

Issues from the last 4 were identified and corrected.

### **Clearinghouse Best Business Practices Document for Website – Randy**

Randy was absent, so no update – Hold until November conf call.

### **Non Participating Jurisdictions – Utilize Funds Netting Process - Randy**

Mark Walker (NB) reported he has contacted 3 jurisdictions:

NS – moving toward participating.

QB – No answer yet. Questions about summary reports, check, electronic transfers, etc.

NL – Contacted Once. Sent two emails with no response. Still awaiting a reply.

### **Calendar update - Amanda**

Amanda sent out the one distribution calendar that will be presented to the Board next week. Both calendars will be submitted and we will see what is approved. No one on the CAC objects to the one distribution concept. Awaiting Board's decision

### **Safer update**

Nothing new to update. Just a note: FMCSA is putting together a workshop, coming up soon, to discuss data quality and roadside enforcement.

### **Dual Fuel update**

Nothing new – Ballot out for comment. Garry encouraged everyone to read the ballot.

### **New Business**

Nothing new at this time

## **Presentation by Mark Bell**

Garry took a look at their jurisdiction's licensees. They had 6. One DOT number was missing a '1'. The others were wrong because the carriers had gone in and changed information after they were suspended. One carrier changed from Incorporated and went back to NY only.

Garry asked if anyone else had gone back to look? Was anything found?

Scott reported that carriers had gone online and changed information.

The question was posed... could SAFER have a pending queue when a carrier makes a change, so that the change is not approved until all jurisdictions have had a chance to review the account??

Other comments:

- KY does a very good job reviewing the data.
- Carriers can go into MCMIS and update their own information.
- Could a notification be sent to the jurisdictions when changes are made in MCMIS/SAFER?
- Mark had ITERIS compare against SAFER to look for the mismatches. Do we want to ask Mark in KY to run that comparison on a yearly basis and send it out to the jurisdictions for them to research? ... or ask ITERIS to do this? Would they be able to send the report every 6 months or so for the jurisdictions to review? If they do, how do we handle getting the corrections made? Scott Miller and Garry Hinkley will reach out for more information. Maybe this can be discussed at the workshop.
- SAFER gets information from jurisdictions through C-VIEW. Currently Clearinghouse data does not go to SAFER.
- KY takes the Clearinghouse revoked file and uploads for comparison with their system.

## **New Business:**

Mark Walker is doing a presentation for the audit workshop on Excel showing features, etc. He would appreciate any ideas the CAC can offer for the audit workshop.

Garry had an 'audit' suggestion. Use SAFER data to compare to tax returns. Maybe this could be a town hall idea.

Sherry commented that you can also use IFTA CLEARINGHOUSE to see exemptions and compare to what they are reporting.

**Next meeting scheduled for Thursday, November 21, 2013**

**Adjourned at 11:48am**