

CAC Monthly Meeting | Thursday, November 15, 2018 | 11:00 AM (E.S.T.)
(Clearinghouse Advisory Committee)

Attendance:

Ron Hester	Kalyn Gomez	Chris Keil	
Bettina Naylor	Jennifer Blumhagen	Marc Walker	Melvina Allen
Jason DeGraf	Cindy Arnold	Monique Williams	

Unable to Attend:

Brenda Wells Trishawn Bell

Roll Call

Ron started the meeting by apologizing that the October 2018 CAC call was cancelled and thanking everyone for their patience. He then referenced the meeting minutes from the last call/face to face meeting and asked if there were any changes or revisions.

Motion to approve minutes of September 18 & 19/18 called by Jennifer. Seconded by Chris.

Ron will get the minutes posted on the CAC page.

CAC Membership - Vacancy

There is a current vacancy in the CAC in the Northeast Region. Cindy will reach out to the Northeast region regarding the vacancy.

Ron mentioned that the following committee members will term off on 12/31/18:

Marc Walker – 1st Vice Chair

Ron Hester – Chair

Ron will stay as an ex-officio when chair term ends. Normally, the 1st Vice Chair moves up and the 2nd Vice Chair will be vacant. Cindy confirmed that Ron still has the right to vote since he hasn't been a member of the CAC committee for 6 years. Marc Walker communicated his disinterest in becoming the Chair and that he'd prefer being a helper/assistant. Consequently, the next Vice Chair in line to be the Chair would be Chris Keil.

Clarification was given on the Chair process. The CAC would have to go to the Board to say that we have selected a new Board Chair, Chris Keil. Chris confirmed that she is okay with the Chair role and will discuss it with her Director for final approval. Ron said that we will delay submitting communication to the Board in the meantime. Ron then opened meeting to the committee to see if there were questions and concerns and there were none.

Actions Items:

1. All committee members should think about the 2 vacant Chair positions
2. Ron will ask Debbie to reach out to the Canadian regions on January 1, 2019

CAC/APC Ballot Update

Cindy confirmed that there are still 3 IFTA ballots out on the IFTA website. Short track voting has begun on one. Please vote and encourage ballot voting in your jurisdiction. The last date to vote is December 1, 2018.

The two ballots out there to vote on are 1) Daily upload for Clearinghouse and 2) Canadian bank transfer. Jason confirmed that we can see who has voted.

IFTA, Inc. Board Update

Cindy communicated the IFTA, Inc. Board update. Cindy communicated that there are 4 new IFTA Board members. They are:

1. Craig Lyons
2. Mark Burns
3. Rodney Richards (replacement)
4. Helen Varcoe (replaces Cindy)

Cindy also mentioned that the Board is currently working on the following:

1. Government Streaming
2. Policy Updates
3. Attorney Steering Committee
4. Electronic Credentials
5. Transmittal/Demographic
6. Programming something to use on the IFTA website for data. Jason confirmed he's creating some test sites for data.
7. Travel – An additional person can attend an IFTA conference. Please notify IFTA, Inc. of your choice.
8. Industry has asked to allow a representative to join all existing IFTA committees. This hasn't been approved. Some committee members recommended not having one on the CAC committee.
9. Employee email address changes. Please update on the website. Update jurisdictional information on website.
10. More vendor possibilities at future IFTA meetings. Are jurisdictions affected by vendor participation? Will this affect your ability to attend? Examples are vendors sponsoring breaks, lunches, etc.
11. IRP discussion on combining the annual meeting and developing joint training programs
12. No need to send a sample IFTA decal to each jurisdiction. Send one only to IFTA, Inc.
13. The next IFTA Board Meeting is in January 2019
14. Audit Workshop is February 5 -7, 2019 in Las Vegas, Nevada. Registration closes on January 4, 2019.
15. IFTA electronic image ballot passed. All jurisdictions should be prepared for this change. Carriers are allowed to display an electronic image but should have a hard copy as a backup.

She also mentioned a MPG report that has several errors on it.

Actions Items:

1. Cindy will send the link to the MPG report to Ron to send out to the all committee members
2. All jurisdictions and committee members go out and take a look at this report

Funds Netting Update

Jason communicated that all jurisdictions were on time and everything looks good.

CAC Face to Face Meeting Discussion

Ron thanked Kalyn and Melvina for their presentation at recent IFTA conference. Ron went through Action Plan document attached to the agenda. Marc asked if we should include the MPG discussion and Bettina replied that it will be covered in the IFTA Transmittal Best Practices Guide.

Quality Control Sub-Committee Update

Jason communicated that Florida has issues with test data. Michigan also has status date errors (ex: 12/31/19). Marc will send out a report to all committee members to take a look.

Clearinghouse Best Business Practices Document

Bettina provided an update and communicated that in the last meeting, the guide was broken out into pieces to each subcommittee member. She has received updates from team on their pieces ongoing.

Manager and Law Enforcement Workshop Presentation

Ron thanked Melvina and Kalyn for their presentation at the IFTA/IRP workshop. Follow ups and feedback will be submitted/uploaded on the Clearinghouse. Cindy added that a lot of jurisdictions don't track decal numbers to taxpayer and that it isn't required in IFTA Agreement.

New Business

No new business. Ron asked that all committee members add their participation in the CAC to their upcoming performance reviews. Invited all committee members to reach out to him for feedback if they'd like to.

Next Meeting

Thursday, December 20, 2018. This will be Ron's last meeting as CAC Chair and Cindy's last meeting as Board Liaison.

Meeting minutes taken by Monique Williams