

IFTA CAC MEETING -4/16/2009

Participants: Garry Hinkley, Lonette Turner, Jason DeGraf , Pat Platt , Scott Miller, Bill Kron, Kim Craig (ON), Maxine Mbolekwa (ON), Debbie Stuart, Chis Nelson

Randy Boone, Scott Greenawalt, Gary Frohlick and Debbie Meise did not participate.

Last conference call – March 19, 2009.

**FEBRUARY MINUTES** – February CAC minutes were approved with no changes.

**FOLLOW-UP** – Uncollectibles – Jurisdictions are uploading uncollectibles, but not including it in the Summary Totals. The committee needs to decide what direction should be taken, enter in financial section, currently used by the RPC, or include in the line details. With the economy going the way it is, there will be more uncollectibles processed. Recommend a new code - UC- to the Board for approval and put it out there immediately for jurisdictions to use.

Jason is working on the comparison of the Summary Totals and Line Detail Totals. He will have the finished reports and should be available in the near future.

**ACCESS AGREEMENT** – Lonette emailed the document to jurisdictions. One comment has been received to date and it was favorable. Comments can be made until June 1, 2009.

**BALLOT 4** – The ballot to make the Clearinghouse Advisory Committee a standing committee has been sent out for comment. One comment has been received to date and it was favorable.

**ITAC** – Scott Miller provided an update on the meeting using the minutes of the meeting as he was unable to attend. GPS devices for data collection were discussed. Questions that need to be researched are:

- Can GPS data be manipulated?
- What if there are satellite outages?
- How often is the device pinged for data?
- Can the GPS pick up odometer data?

Scott is doing research on GPS devices.

**NLETS** – Received user doc from NLETS and the instructions are out there and NLETS is up and going. Jurisdictions can now submit inquiries to NLETS for IFTA checks. No Canadian jurisdictions are currently loading data to NLETS. NLETS is a US Federal system and there is no provincial representation for Canadian jurisdictions. Kim will check and see if Canadian jurisdictions are able to access information. Jurisdictions currently using NLETS have the ability to do inquiries for IFTA revoked status. There

are about 40 jurisdictions currently using NLETS. Some jurisdictions are using CVIEW to get IFTA information to law enforcement.

**BOARD MEETING** – April 22 & 23 – Pat will be going over transmittal data with Jason. If jurisdictions do not fix their bad data, they will not be allowed to load data until the problem is fixed.

**FUNDS NETTING** – The funding data is out on the Clearinghouse every month. Lonette is putting together a plan for testing funds netting. Lonette got the information for setting up the Canadian account. Canadian jurisdictions will be able to fund between each other using ACH but will still need to do a wire transfer for US funds. Lonette is trying to get information on setting up ACH payments for Canadian funds to US funds. We need to get account information from the jurisdictions and set up the penny test.

**ONTARIO ISSUES** – Ontario has a few questions regarding sending information to the Clearinghouse.

**Encryption:** Do other jurisdictions, especially any Canadian, send encrypted files? Currently, no one encrypts files. The Clearinghouse gets a flat file which is then uploaded to the Clearinghouse. The transmission is encrypted using an FTP server. Some jurisdictions are using a VPN tunnel while most are using SFTP which encrypts data during transmission. If Ontario encrypts its data, software will need to be provided to decrypt data. The encrypted file would be kept on the server as long as there is room. As soon as unencrypted data was loaded into production, the encrypted file would be deleted. Illinois sent encrypted data for a while, until the program broke and they did not pursue sending encrypted data again. Encrypted file can be sent with encrypted transmission with no problem. Ontario would need to get the rules together and provide to Jason and he can work with that. Other questions regarding encrypted data can be taken offline and discussed in a couple of weeks. The rigidity of IP protocols will require a lot of work to be done up front and may put Ontario behind for the August 17<sup>th</sup> date.

**Testing Timeline:** Ontario is looking at testing timeliness, upload data and funds netting. Need to work out upload data timeline with Jason. Lonette will set up a timeline shortly for all jurisdictions for funds netting. Contact Jason for setting up testing and CC Lonette.

**Demographic Data:** Ontario is looking for clarification regarding sending demographic data. Nearly everyone is sending data daily. Why? Some jurisdictions use this information roadside and need current data. Only need to send changed data, but Jason recommends sending the whole file. This way you know your data is clean. If only changes are sent, file should include 3-5 days, in case something happens and the file does not upload. If the whole file is sent, you don't have to worry about missing data and the data is clean.

**Interjurisdictional Audit Reports:** Is the Interjurisdictional Audit Report required to be uploaded through the Clearinghouse? No. Non-participating jurisdictions are still sending paper. IAR's are allowed to be sent through the Clearinghouse by the Access Agreement. Currently when an IAR is uploaded to the Clearinghouse, an email is sent to the affected jurisdiction notifying them that there is an audit out there for review. IAR's uploaded to the Clearinghouse need to be in PDF. Perhaps non-participating jurisdictions should be allowed access to upload audit data and view through the Clearinghouse.

**Non-Participating Jurisdiction Access:** The Clearinghouse is working toward giving view only access to non-participating jurisdictions to view demographic, transmittal and audit data, but not to upload data to the Clearinghouse. Jurisdictions would still need to sign an access agreement.

**Access Agreement:** What is the process for signing the access agreement? The Jurisdiction signs the agreement and sends it to IFTA, Inc. Testing is done with Jason and when ready, Lonette will sign and send back to the Jurisdiction who then can go live.

Next conference call will be May 21, 2009 at 11:00 a.m. EDT