

September/2012 IFTA CAC monthly meeting

Scott Miller filling in for Randy Boone

Scott Miller called to order 11:05 Eastern, on Thursday, September 20, 2012
Angie Duerson, Virginia is keeping the minutes for today's meeting.

Approval of minutes from last meeting:

- The minutes from last conference call meeting (August/2012) have a typo in the ITAC section: Ballot is misspelled as Ballet.
- Thanks to Kim Knox-Lawrence for keeping the minutes at the last meeting.
- Correction is to be made and we will approve August/2012 minutes at next meeting.

ITAC Update: Given by Scott

- Charter has been worked on as much as it can be and we are waiting on the membership to approve us as a standing committee.
- Future projects that we can be working on.
- Clearinghouse ideas... if they have any projects for us to do, or have any project ideas, we will accept.

Funds Netting :

- Amanda with IFTA, Inc. said that Funds Netting for last month went smooth as far as she knows.
- \$44,848,324.00 US Funds
- \$462,923.00 Canadian funds
- That's all Amanda had to report.

Quality Control Subcommittee Update: Glenda filling in - Cherie is out.

- We are still contacting jurisdictions.
- Colorado's demographics data needs a total refresh. Jason, are you the one that would help with that? Jason said yes, if it required that. Glenda said it appears that they are still missing some mandatory fields. Jason will look at it and he will get them to do a refresh.

Subcommittee - Best Business Practices Update:

- Kim said, still working on it.
- Information will be posted in newsletter for next month and she is still looking for some ideas.
- Randy is supposed to help with the transmittal section.
- Did get a few more emails.

Vacant Committee positions:

- Vice-chair is filled; congratulations to Scott Miller!
- Do any other positions need to be filled?

- No comments

2014 Calendar:

- Scott thanked Robert for creating the 2014 calendar. Robert put a lot of hard work into it.
- Jason had a comment about the January date, regarding the data deadline dipping into the next month. Jason said it makes it a little difficult on his side and that he could adjust, but he wouldn't recommend setting a precedence to start changing it.
- Linda from Idaho said it affects them as well.
- It would affect the 2013 calendar as well.
- Robert asked what the date should be. He will change it.
- It would require moving the transmittal upload dates in December to an earlier date, but it gets tough around the holidays.
- To get netting to work for Idaho, it would be best to have the jurisdiction upload on December 27th.
- Jason suggested that Idaho could get automated. ☺ ☺ ☺
- On the 1st date of the month we have uploads coming in from many jurisdictions. Jason uses dates, not numbers.
- **Need to vote: 2013 calendar to be corrected to show upload date as Friday, Dec. 27th and December 30th as funds netting date.**
- Glenda said, otherwise, the suggestions from Lonette looked good.
- Bob, NY asked about a discrepancy in the 2013 calendar.
- Glenda, ID (speaking for Cherie today) will call Bob after the call to talk to him.
- Garry said: If we make changes to the 2013 calendar, it will have to go to the board for approval next month... or maybe by email vote.
- Pat - joined.
- Garry repeated: If we make changes to the 2013 calendar, it will have to go to the board for approval next month... or maybe by email vote.
- Is it urgent? Kind of urgent.
- January 2013, has different dates. Jason said that we don't need to be concerned with the dates. We try to stay close to the dates, but they can't be the same every year.
- Lonette said that we include January 2013 in the approved calendar that was posted in October 2011.
- For January dates, jurisdictions need to follow the approved calendar for 2013. Worst case scenario is that jurisdictions upload early.
- Bob, NY will change both calendars and send back out for approval.
- Changes to the 2014:
 - January - Change
- Changes to the 2013:
 - December - Change to fix the netting issue.

- The question was asked how we would redistribute the 2013 calendar once the change is approved. Suggestion was to put a notice on the front webpage once the board has approved the change.
- During the October board meeting we will approve the 2014 calendar and reapprove the 2013 calendar. It should be on the agenda.

New business:

- Sherry from Nova Scotia asked for some guidance. She was tasked with gathering data about becoming a non-participating member of the Clearinghouse eventually working into becoming a participating member. Sherry has already started working with contacts there to get privacy impact assessment done. Looks to be a non-issue.
- Good start would be contacting the CH administrator, myself, Jason Degraf. To be read only, to get the packet, review it, sign it, return it with IP address.
- Prior contact retired and Sherry did not get any prior information passed on to her, so she needs the information sent again.
- Jason will get information to Sherry so they can take the next step.

Roll call: forgot to do at the beginning of the meeting

Scott M, Kansas
 Gary H, Maine
 Trisha, Alabama
 Natalie, Minnesota
 Scott G., Oklahoma
 Kim, Maine
 Bob, New York
 Sherry, Nova Scotia
 Pat, Kansas
 Glenda (for Cherie), Idaho
 Sherry, Maine
 Angie, Virginia
 Ms. Turner, IFTA Inc.
 Jason, IFTA Inc.
 Amanda, IFTA Inc.

No other new business.

Next meeting:

October 18th - Board Meeting
 October 25th - Next committee meeting; same time

Motion was made to adjourn the conference call.

Adjourned 11:28