

Attendance:

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|----------------------|-----------------|-------------------|
| 1. Amanda Koeller | 6. Jason DeGraf | 11. Richard Cuddy |
| 2. Bethany Musselman | 7. Kevin Davis | 12. Scott Miller |
| 3. Carla Pape | 8. Kurtis Miros | 13. Sherry Conrad |
| 4. Cindy Arnold | 9. Marc Walker | 14. Trishawn Bell |
| 5. Glenda Smith | 10. Randy Boone | |

Unable to Attend:

Cathy Rowe • Cindy Arnold • Glenda Smith • Lonette Turner • Garry Hinkley • Monique Williams • Natalie Wendell

November's minutes were approved with 2 changes: Adjust Funds Netting to verbiage to say **SOC II** audit, remove Lonette from attendance (she was not able to attend)

The committee did not meet in December 2014

A warm welcome to our new member **Richard Cuddy** from Massachusetts!

Angie Duerson has resigned from the CAC.

ITAC Update – ITAC stands for Information Technology Advisory Committee.

The following information was recapped from an e-mail that Scott sent out on 1/2/15.

There are 3 new members on ITAC - Jennifer Stevenson (AZ), Michael Glover (NV), and Kasia Panczyszyn - APC (ON)

Jeff Hood sent an email stating that at the Annual IFTA/IRP Audit Workshop that the AC will choose a replacement to represent the AC committee

Debbie Meise sent out an email asking for Jurisdictional volunteers from the Southeastern and Canadian regions.

Funds Netting – 1 disbursement began January 1. There was a late funder they paid by the grace period.

USD 23,913,206.00 CAD 290,162.00

NS has joined this month and everything went smoothly. MB is looking at the access agreement and hopes to be fully joined by July 2015.

Four jurisdictions remain outside of the Clearinghouse: Oklahoma, Quebec, Alberta, and Newfoundland. Every assistance will be given to encourage these jurisdictions to participate.

Quality Control Sub Committee – Josh finished doing all demographic data. February should be the first call to go over everything. There seems to be a disconnect on the requirements are when you update your information, the best practice expectations and what really happens. Glenda will send an e-mail to everyone in the committee once the information is ready.

Things you about jurisdictions that you may not know:

RI- Will not post any transmittals this month.

NY may not post transmittals and are 3 weeks behind sending demographic data and have not made a connection since dropping RPC.

Other jurisdictions are hoping that the data is correct on the CH, but are not checking to verify that it is correct.

Jason would like all demographic information input nightly.

(Richard Cuddy) Mass. has pulled away from the RPC, and some people have been put back in as suspended. Richards asked if he could send a file to Jason and access demographic so he could change them from revoked/suspend to inactive. Taxpayers were on old system, now the information is not correct.

Jason needs jurisdictions to submit completed files and he can extract old data. He will remove all info. on CH and replace with the new data. It is important to send all updates daily.

Clearing House Best Business Practices - Natalie was expected to be late, but was unable to attend.

Electronic Credentialing Work Group – Lonette has a report to submit to the IFTA board.

Electronic credential will be introduced in phases:

Phase 1: Paper IFTA license with barcode to help ease law enforcement

Phase 2: Jason will work on an app. so law enforcement can barcode to comeback with red or green light to notify law enforcement

Dual Fuel- Did not meet and there is no update.

SAFER – As long as you are updating daily, everything should be all set.

New Business – None

Randy will connect with Garry once Garry is back in the office from his business travel.

Meeting adjourned at 11:35

~Next Meeting is February 19, 2015, provided there are no conflicts with the date~

All meetings are recorded to help with transcription, if you would like a digital copy please let me know.