

Agenda for APC Meeting

Wednesday May 8, 2019

Minute Taker: Kasia
Start time: 2:00pm (EST)
End time: 2:27pm (EST)

Attended:	Absent:
Kathy Blessing	Baron Brown
Caleb Ross	Peter Hansen
Trent Knoles	Helen Varcoe
Marie Stark	Miranda Schober
Kasia Panczyszyn	Cindy Swanson
Eric Marshall	Mel Horner
Joni St. John	
Kerryn de Verteuil	
Maria Coronado- from IFTA	

- **Approval of April Meeting Minutes**
Kerryn made a motion to approve the April Minutes and Kathy seconded them. All were in favor of approving the minutes.
- **2019 Ballot**
FTPBP #01-2019
Approximate votes as at today= support 12 / opposed 2
Please make sure your jurisdictions review and vote. APC will discuss with opposing jurisdictions once all results are in.
- **2019 Workshop**
Draft agenda was emailed to everyone. We need a volunteer to present the new 45 min topic "Determining the Appropriate IFTA licensee". Please contact Cindy, Miranda and Joni if you would like to volunteer.
Updates on progress for workshop presentations:
Kerryn (Mileage Taxes vs. Fuel Taxes)- researching topic, working on a plan of how to present
Kathy- is APC materials coordinator, she is available to help review your presentation and give her input.
Joni (Breakout: Fuel Tax Evasion Schemes)- if you have any example from your jurisdiction, please send to Joni.
Joni will follow up on the PowerPoint template for the presentations and arrange to have it sent to everyone.

Important workshop dates:
May 13- final agenda posted
May 22- registration opens
July- presentations due to Kathy

APC open meeting at workshop- if you have any topic ideas please submit.

- **Other Business:**

- **Updates from Trent:**

Travel request for workshop- prior to Helen & Trent going to Annual Board Meeting, Cindy sent request to approve 2 PCRC members to have their costs covered. Board approved 1 person from PCRC. Contact chair of PCRC and let them know.

Other items covered at ABM:

- looked at budget- APC approved for travel coverage by IFTA for workshop

- Trent was tasked with created Conflict of interest policy, which will also include Gift Acceptance Policy and Code of Ethics

- ASSC (Attorney's Section Steering Committee) asked to be considered a standing committee. Board reviewed and since there is no current charge for ASSC at this time, the committee is no long a committee.

- Trent will follow up on official email and getting it send out to APC confirming that IFTA Inc. is approving/covering travel costs for workshop. Some individuals need to present this to their jurisdictions to request travel approval.

- **Next Meeting is June 12, 2019**