

Agenda for APC Meeting

Wednesday June 12, 2019

Minute Taker: Kasia
 Start time: 2:00pm (EST)
 End time: 2:57pm (EST)

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

- **Approval of May Meeting Minutes**
 Kerryn made a motion to approve the May Minutes and Kasia seconded them. All were in favor of approving the minutes. They will be sent to Marie to post to the website.
- **2019 Ballot**
 APC reviewed the ballot with suggested edits from the comment period. APC made minor edits as suggested. Cindy will forward to IFTA Inc for posting and Miranda will discuss the ballot at the ABM. If the consensus of the Commissioners is to move this to short track to give more time to prepare data downloads then the APC will have the ABM Commissioners vote to move it to a short track ballot at the ABM. If there is no urgent need from the Commissioners to pass the ballot sooner, then we will leave it as a Full Track ballot and take a straw vote at the ABM to ensure all jurisdictions are in favor.
- **10-2019 Western Regional Call (Helen)**
 Q1 & 2Q19 (combined)_Western Regional Call 5/30/19:
 - Executive committee (Board Members) voted in, 4 new members. See IFTA Inc website for details.
 - I-95 Corridor working group in place. Pilot project established and in place.
 - Strategic Planning (Priority):
 - Discussions with IRP Community to create LMS systems / educational webinars
 - Create a Conflict of Interest Policy: Subcommittee working on this updated policy. Should be in place before ABM to discuss and ratify there.
 - Industry Representatives – included in IFTA Committees as non-voting members, limited involvement in certain discussions. Sub-Committee of Bd Mbrs created to work on this project and present
 - Group will review by-laws. Concerns: Confidentiality Issues.
 - Dr. Sean Nicholson-Crotty and Dr Duncan, Indiana University, worked with the Board to refine six strategic priorities and develop implementation plans for each. The six priorities are:

- Priority 1: Ensuring the continuity of the funds netting process
 - Cross-training of IFTA, Inc. team
 - Ensure adequate supporting documentation
- Priority 2: Build and maintain effective collaborations and communication with jurisdictions, industry, and other transportation and revenue organizations
 - Prepare for the growth of alternative fuel
 - 2.1 Create and distribute electronic newsletter
 - 2.2 Create a ListServe where jurisdictions can ask and answer questions
 - 2.3 Improve communications from jurisdictions to Board
 - 2.4 Put industry representatives on key committees and consider membership for industry in the Agreement
 - 2.5 Host meetings between the leadership of IFTA and IRP focused on developing a list of potential points of cooperation
- Priority 3: Improve technological competence in order to provide better service to members
 - 3.1 Create a working group to investigate the implication of electronic logging device (ELD), GPS, and other technological changes for the agreement and the organization
 - 3.2 Improve the website by surveying stakeholders about the changes to aesthetics, functionality, and features that they most want.
 - 3.3 Increase IFTA's social media footprint
- Priority 4: Provide better training, technical assistance, and continuing education to the IFTA community
 - 4.1 Adopt a learning management system, possibly in cooperation with IRP
 - 4.2 Charge relevant committees with identifying trainings and assistance that are most relevant to the stakeholders they represent
 - 4.3 Develop and host learning opportunities (e.g. group trainings, webinars, etc.) for jurisdictions on key issues
 - 4.4 Increase capacity for technical assistance in order to take technical assistance burden off of programmers
- Priority 5: Strengthen governance procedures
 - 5.1 Investigate modernizing balloting procedures
 - 5.2 Charge DRC to issue a report on their findings regarding the changes needed to the dispute resolution process.
- Priority 6: Prepare for the growth of alternative fuel types
 - 6.1 Create a working group to assess implications of alternative fuels for IFTA in the coming years.
- IAC Update:
 - Non receipted fuel – discussion item for 4Q19 Bd Mtg Agenda and discussion at ABM.
 - Agreement does not prohibit more than 1 license for licensee - CBI interpretation will be discussed at the ABM for ratification. Paperwork will be shared 30 days prior to ABM for review.
- Attorney Section Steering Committee (ASSC) – requested to become a standing committee but vote failed. No Charge from the Board at this time so denied. Committee dissolved by the Board.
- ABM – Aug 14th & 15th N Carolina:
 - Will discuss: Strategic Plan, Electronic Verification, Multiple License CBI (agreement does not prohibit more than one IFTA license), 1 Ballot going forward sponsored by the APC.
- Events;
 - ABM, August – ABM registration not yet opened (June 7th)
 - Workshop, Sept 10th – 12th Orlando Florida - website registration open
 - 4Q19 Bd Mtg - Oct 22 - 24th Chandler AZ
- Electronic Vehicle Working Group (EVWG) Dissolved will be replaced with Alternative Fuels working group.

- **2019 Workshop**
 - **Travel Plans**

Hotel was booked by IFTA, you should have received an email from Tammy confirming your reservation. Please ensure you have approval from your jurisdiction (submit forms to IFTA) and then book your flight. Keep early bird registration deadline in mind when confirming your attendance and travel.
 - **Registration**

Make sure you register for workshop before the early bird rate ends, IFTA Inc. is covering the costs but they would rather pay the lower cost.
 - **Presentations**

Kathy-sent an email last week on June 6th. She would like you do be aware of the June 20th deadline for detailed synopsis of topics and presentation styles.
Have you made contact with co-presenters? If not please do so.
 - **Timeline**

Please make sure you are aware of timelines. They are outlined in Kathy's email.

- **Other Business:**

Please think about topics you would like to discussion for the open APC meeting at the workshop. Cindy will forward everyone last year's agenda as an example. We will need people to volunteer to speak on topics.

- **Next Meeting is July 10, 2019**