

Agenda for APC Meeting

Wednesday September 9, 2020

Minute Taker: Cindy

Attended:	Absent:
Cindy Swanson	Peter Hansen
Helen Varcoe	Rich Wagner
Joni St. John	Terri Curry
Kathy Blessing	
Kasia Panczyszyn	
Kerryn de Verteuill	
Caleb Ross	
Baron Brown	
Eric Marshall	
Vincent Piccolo	
Trent Knoles	
Debbie Meise	

- **Approval of August's Meeting Minutes**
Motion to approve the August 2020 Minutes – Caleb motioned to approve and Kathy 2nd the motion. Vote all in favor with the edit of the Alternate Fuel Working Group will provide a presentation at the 2021 Annual Business Meeting.
- **General Roundtable**
Nova Scotia – working from home, school back in class, 3 COVID cases, CA is still on fire.
- **APC Membership Updates**
Kerryn de Verteuill This is Kerryn's last call for APC. After 28 ½ years of service with the Mississippi's Dept. of Revenue he has decided to retire. Thank you Kerryn for all your hard work with the APC. Kerryn has been on the APC for 4 years, he gave his thanks, provided a few fun stories (entertaining as ever) and we wished him well and the best of luck!
Mel Horner Mel had to resign from the APC due to her primary job responsibilities. We will miss her and are grateful for her time and assistance with the APC.
- **Southeast and Midwest Vacancies**
Debbie will send out a request for volunteers to all the membership.

- **Workshop Planning Update & Sub-committee planning update**

- The workshop dates are Nov 17th – 19th.
- Nov 16th – The IRP, IFTA and Law Enforcement 101 classes will be provided.
- Zoom Platform – There are some issue with having membership departments allowing the installation of ZOOM on department laptops. The Planning Committee is discussion options; i.e. dial in on phone (this will not allow the ability to use the question tool), provide a ZOOM link to open in an email.
- Debbie requested that all presentations, or a link to the presentations, be sent to her for IFTA Inc to load on the IFTA Inc website prior to the workshop.
- Charles Mills Award – IFTA will hold a separate ceremony for this. It will not be included in the workshop.
- All speaker roles are now filled with the exception of the Chat facilitators. Joni will reach out and ask for assistance directly.
- Planning Committee / Rayne is doing a presentation on educating carriers – we are asking for information on what you do in your jurisdiction and requesting a co-presenter or information to be shared during presentation. Please reach out to Joni with any suggestions or to volunteer.
- Joni will be presenting on Fraudulent Activity and is asking for volunteers to share what they see in their jurisdictions. It will be a brief 2 – 3 minute scenario for each presenter.
- Finalizing the Workshop Agenda which will include a scheduled 60 minute lunch/ and breaks to plan accordingly. The Workshop will begin at 11am EST and end by 4pm EST, with a 30 minute debrief daily from 4pm – 4:30pm EST.
- Presentation Title and Description – Let Joni know if edits are needed asap so the edits are incorporated into the Agenda.
- By 9/30 -first draft of presentations due to Speaker Liaison (Kasia)/ Material Coordinator (Vincent)
- Will have a run through in ZOOM to see how it works. Claudia will send out a meeting request. 1st meeting 9/11, and 2nd meeting will be scheduled later.
- IFTA 101 – Debbie will email past presentations to Caleb to incorporate into his presentation.

Sub-Committee – Ballot Process Update - Cindy

- APC received a Charge to provide potential changes to the current amendment process in an attempt to simplify the ballot process and provide suggested language to amend the current process. Due to the Board by Oct 1st to discuss at the Quarterly Board Meeting on Oct 5th.
- Trent – Current ballot is asking to update the Agreement to only allow the Jurisdiction’s Chair to cast a vote and that the jurisdiction needs to be in compliance in order to vote. Need ¾ of voting members to pass. Exclude empty seats, and ineligible jurisdictions.

Ex: 3 jurisdictions are out of compliance or do not have a current person in the Chair seat; base to $\frac{3}{4}$ affirmative votes needed, the number to base the $\frac{3}{4}$ votes on decreases from 58 to 55. With this, 41 affirmative votes would be needed to pass. (Full membership of 58 would need 44 yes votes to pass entire membership.)

- Joni will put the draft documents on Message Board for edits. Edits/feedback due Sept 18th to incorporate into the final document due to the Board on October 1st.

- **Board Update – Helen**
 - Oct 5th next Quarterly Board Meeting
 - Lots of Board Charges will be scheduled for review
 - Oct APC call will be busy with feedback form the Board
 - Thank you to the APC members assisting on the Workshop Planning Committee and the APC Sub Committee for their work on the Board Charge

- **Other Business:**

Meeting Ended 1:45pm EST

- **Next Meeting – October 14, 2020**