



**INTERNATIONAL
FUEL TAX
ASSOCIATION, INC.**

Manages
The International Fuel Tax Agreement

912 W Chandler Blvd, Suite B-6
Chandler, AZ 85225-4910

**IFTA, Inc. Board of Trustees
Minutes of Actions by Email
April through June 2018**

1) AGREEMENT PROCEDURES COMMITTEE (APC)

- a) On April 6, 2018, Cindy Swanson, Chair of the APC, submitted to the Board Liaisons to the committee, the bio of Toni St. John (NS) to fill a Southeast Region vacancy. No one from the Southeast Region had volunteered.

Motion: On April 9, 2018, Cindy Arnold (NV) moved to approve the recommendation of the APC that Toni St. John (NS) serve as a member of the committee. Antoinette Tannous (QC) seconded the motion. Votes were submitted via the Board's secure page on IFTA, Inc.'s website April 9 through 13, 2018. The motion passed.

- b) On May 10 and May 29, 2018, Ms. Arnold forwarded to the Board members the amended APC Best Practices Guide. Two copies were forwarded – a clean copy and a copy showing the changes made.

Motion: On May 30, 2018, Trent Knoles (IL) moved to accept the APC Best Practices Guide as presented. Scott Bryer (NH) seconded the motion. Votes were submitted via the Board's secure page on IFTA, Inc.'s website May 30 through June 15. The motion passed.

2) ATTORNEYS' SECTION STEERING COMMITTEE (ASSC)

- a) On April 26, 2018, France Vandenberg (ON), Chair of the ASSC, emailed the Board liaisons to the steering committee stating James Clark (IN) vacated his position from the Attorney's Section and recommending that Sarah E. Kamhi (IN) fill the vacancy.

Motion: On April 27, 2018, Ms. Tannous moved and Virginia Barnett (ON) seconded the motion to approve Sarah E. Kamhi (IN) as a member of the ASSC. Votes were submitted via the Board's secure page on IFTA, Inc.'s April 27 through May 1. The motion passed.

- b) On May 30, 2018, Ms. Vandenburg, sent an email to the Board Liaisons to the ASSC asking that Cole Dowden (MD) be appointed as a member of the IFTA, Inc. Attorney's Section. Mr. Dowden is a Staff Attorney and Tax Consultant for the Comptroller of Maryland's Field Enforcement Division and he works on motor fuel regulation within the State of Maryland. He is also currently seeking his LL.M. in taxation.

Motion: On June 4, 2018, Ms. Tannous moved to approve the recommendation that Cole Dowden (MD) be appointed to the ASSC. L. Michael Romeo (CT) seconded the motion. Votes were submitted via the Board's secure page on IFTA, Inc.'s June 4 and 5, 2018. The motion passed.

3) DISPUTE RESOLUTION COMMITTEE (DRC)

- a) On May 11, 2018, Rick Taylor (KY) informed the other Board members by email that he had spoken with Dawn Lietz (NV), Vice-Chair of the DRC regarding filling the Chair vacancy. She agreed.

Motion: May 11, 2018, Mr. Taylor moved to approve Dawn Lietz (NV) as Chair of the DRC. Ms. Tannous seconded the motion. Votes were submitted via the Board's secure page on IFTA, Inc.'s website May 11 through 14. The motion passed.

- b) On June 4, 2018, Dawn Lietz, Chair of the DRC contacted the Board Liaisons to the committee regarding filling vacancies on the DRC. She recommended the following for approval as members of the DRC.

- i) Northeast – Garry Hinckley (ME)
- ii) Canada – Bernie Meagher (NS) and Scott Ryan (PEI)
- iii) Midwest – Mel Horner (ND) and Omer Guzman (MI)
- iv) West – Katherine Ataman (OR) and Marie Stark (MT)

Motion: June 4, 2018, Mr. Taylor moved to approve the recommended jurisdiction representatives as members of the DRC. Ms. Tannous seconded. Votes were submitted via the Board's secure page on IFTA, Inc.'s website on June 5, 2018. The motion passed.