

# Minutes for Open APC Meeting

Wednesday September 27, 2017

Salt Lake City, Utah

Minute Taker: Kasia

Attended:	Absent:
Marie Stark	Trent Knoles
Cindy Swanson	
Miranda Schober	
Tim Nehring	
Kasia Panczyszyn	
Cindy Arnold	
Kathleen Blessing	
Baron Brown	
Peter Hansen	
Kerryn de Verteuil	
Karen Smith	
Dave Benson	

- Approval of the minutes from August 2017. Once approved, Karen will send to IFTA Inc. for posting.
  - Miranda motioned to approve minutes, Kerryn seconded the motion. All voted to pass the August 2017 minutes.

- Board Report:

1. Sale of the building. The Board authorized the selling of the IFTA Inc. Building. The building was a 3 unit module, so IFTA Inc. will move into the smaller of the units until for the next two years or until a decision is made on moving onto telecommuting. Back when the building was purchased, it was thought (at the time) that the investment was wise. As time moved on, it became very apparent that having the staff serve as landlords was far too much to assume. The benefits of ownership were not nearly what had been anticipated. Going forward, having less space will prove to be far more logical and appropriate.

2. New Board members. Two new Board members were elected to fill openings from the Canadian and Northeast regions. The ABM also reelected three Board members. Two Board members rolled off after serving 3 two year terms. Due to the regional rotation the year of 2018 the Western region will only have one member serving on the Board.

Roll offs:

Chuck Ulm                      Maryland  
Stuart Zion                      Colorado

New:

Virginia Barnett              Ontario  
Scott Bryer                      New Hampshire

Reelected:

Steve Nutter                      Virginia  
Trent Knoles                      Illinois  
Rick Tyler                        Kentucky

Resigned:

Rick La Rose                      Connecticut

Rick La Rose turned in his resignation effective 9/15/17. Rick represented the Northeast Region. Currently IFTA Inc. has started the process to receive nominations from the Northeast regions. Nominations are due 9/26/17.

### 3. Electronic Credentials update.

A new task force has been working on new possible solutions. One being a centralized data base or a Pointer system. Instead of decals or licenses law enforcement would use this centralized data base to verify credentials. The following organizations along with several jurisdictions are part of this task force.

Lonette Turner (IFTA, Inc.)  
Anne Ferro (AAMVA)  
Collin Mooney (CVSA)  
Bob Pitcher (ATA)  
Allison Fradette (CCMTA)  
Richard Harris (Penske)  
Lanny Gower (XPO Logistics Freight)  
Tom Kelly (FMCSA)  
Tim Adams (IRP, Inc.)  
Ken Carey (IRP, Inc.)

### 4. Ballots 3 and 4 went to short track ballots by a vote at the ABM.

Ballot 3: The intent of this ballot is to amend the IFTA Procedures Manual to align with the Bank of Canada's new procedure in publishing exchange rates once each business day by 4:30 PM Eastern Time. With the elimination of the published noon day rate, to allow for timely Canadian jurisdictional transmittals, if a conversion takes place before 4:30 PM Eastern Time the prior day's rate will be used. A fund conversion at 4:30 PM Eastern time or after will be converted using the current day's rate.

Ballot 4: The intent of this ballot is to amend the IFTA Articles of Agreement to clarify that the upload done on a daily basis for each business day is an upload of the full demographic data.

Membership would benefit from this procedure change by allowing all jurisdictions access to the latest status of accounts when licensing new accounts and would give roadside enforcement more accurate data to utilize when enforcing IFTA. By distributing the licensee demographic data and inter-jurisdictional audit reports to participating jurisdictions via the IFTA, Inc. Clearinghouse, this will ensure jurisdictional compliance according to the applicable provisions of the IFTA Audit Manual. This change would require the full demographic data to be uploaded to the Clearinghouse each business day for accuracy and timely information.

### 5. ELD Mandate

A discussion was held on the ELD mandate which reads that all trucks except those that are exempt will be required to have an electronic logging device in the vehicle. An Electronic Logging Device (ELD) is an electronic device designed to comply with FMCSA's criteria to accurately record a drivers driving time for Hours of Service compliance. The International Registration Plan (IRP) and the International Fuel Tax Agreement (IFTA) each allow the use of electronic devices to document vehicle distance by jurisdiction provided the required supporting data are maintained for audit purposes.

### 6. PCRC UPDATE

A discussion was held on IFTA reviews with the PCRC suggesting a three year review on practices by the jurisdiction with a five year check on audit requirements. The jurisdictions responded that they did not like this so the PCRC decided to keep with the current review cycle. The focus for the PCRC will be on R1555.

- Ballots:
  - Ballots 3 & 4 moved to Short track. Please make sure your jurisdiction reviews and votes.
  
- Questions/Information from Audience:
  - Please keep contact information on IFTA Inc. website up to date.
  - It is not a requirement but it is helpful to other jurisdictions and law enforcement to scan and email a color copy of your jurisdictions decal to IFTA Inc. It can be emailed email to Tom, (our Webmaster), at [tking@iftach.org](mailto:tking@iftach.org)

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- Nevada setting up a “web service” to have their system automatically link to the clearinghouse and check that new registrants are compliant in other jurisdictions.
  - Reach out to CAC for any new report requests. This will help to ensure that if the report you want already exists Jason does not need to create a new one.
  - Any issues with Nevada transmittals please contact Nevada and let them know as they are going through system changes currently.
  - PCRC revamped and sent out to jurisdictions. PCRC is proposing APC work on a few ballots to help implement PCRC changes. More information to come.
  
- Committee Members Updates:
  - We have 4 new members that recently joined: Baron Brown, Peter Hansen, Dave Benson and Kathy Blessing. Welcome.
  - Marie Stark will be rolling off as Chair in November 2017. Cindy Swanson will be moving to the Chair position and Kerryn de Verteuil will move to Vice-Chair position.
  - We need a volunteer from the Western Region. If anyone is interested there is a volunteer from you can fill out (go to IFTA Inc website). If you are not from the western region and are interested please fill out the form and submit. We keep these forms for any future vacancies.
  
- APC Overview and Best Practices:
  - APC in charge of keeping Agreement and Procedures up to date and relevant.
  - APC needs to finish the review of the Best Practices guide. The draft report was never finalized. Karen S. will find the last draft version and email it to everyone.
  
- New Business:
  - n/a
  
- Travel Reimbursements Process:
  - Don't send meal receipts, remember to sign the reimbursement form before submitting to Debbie M.
  - Let Debbie M. know if your jurisdiction needs you to file the reimbursement with them first
  - Debbie M. emailed reimbursement form to everyone on Monday.
  
- Next meeting October 11, 2017