

## Agreement Procedures Committee

### Minutes – January 14, 2015

Present	Absent
Kasia Panczyszyn	Marie Stark
Glenn Boyette	Kim Plante
Kim Knox Lawrence	Tim Nehring
Kate Kennedy - note taker	
Cindy Swanson	
Karen Smith	
Cindy Arnold (Board Liaison)	
Trent Knoles (Board Liaison)	
Debbie Meise (IFTA Inc)	

The December minutes were discussed and a motion by Kate Kennedy, seconded by Karen Smith to accept the minutes as presented was approved unanimously. Kate will send minutes to Tammy at IFTA for posting to the website.

New Members Guide was not discussed as Marie and Kim Plante not on the call.

Best Practices guide: Karen and Kate have reviewed the document and have recommended soliciting jurisdictions for additions and edits.

Debbie has not received any changes for the Committee Charter revision for the website from Kate and Karen. Kate will call Karen after APC meeting to discuss. Any changes need to be given to Debbie by January 23<sup>rd</sup> at the latest.

Glen volunteered to assist Kate and Karen with the IFTA Annual Report revision. The report is due April 10<sup>th</sup> for a full track ballot. They will draft language for a ballot to include electronic filing of quarterlies, renewals and new license applications( do any jurisdictions do this?) and what return processing systems are being used?

The APC vacancy for the Canadian providence is still available; no one knows a Canadian member to solicit for the open seat on the committee. Debbie will put a blurb in the IFTA news with the intention of filling position as an AT – LARGE position.

Workshop discussion: Presentation topics:

Many people liked the Day in the Life of a trucker

Would like to see Trent's presentation from a couple of years ago: Working Together: LEOs and Administration

Fuel type conversions

How many IFTA presentations and how many IRP presentations for 2015 workshop? The spreadsheet has not been created yet. IRP is lead on planning this year so more IRP topics.

Discussion on committee meetings – put them at the end of the day and not mandatory? If we don't have a full working meeting the Board will not pay for committee members to attend workshop.

There was a suggestion for no meeting before a closed session. Industry had to wait with nothing to do. There was a suggestion to have no closed sessions unless LEC has a presentation. We have closed sessions because specific carrier names are mentioned.

Should we announce more about the informal dinners? Possibly put in the agenda for informal networking gatherings in the evenings.

Would like to see more on FMCSA and IRP Full Reciprocity. Other ideas: CVIEW or CVISN.

New Business: none mentioned.

APC Meeting adjourned at 2:33 pm.