

Agenda for APC Meeting

Wednesday July 13, 2016

Hope you can all join us for the call. Our call will begin at 2:00 Eastern, 1:00 Central, 12:00 Mountain, and 11:00 Pacific.

Minute taker: Kim Plante

Attended:	Absent:
Marie Stark (chair)	Cindy Swanson (vice chair)
Kim Plante	
Karen Smith	
Kasia Panczyszn	
Belinda Mackinnon	
Glen Boyette	
Miranda Schober	
Tim Nehring	
Kate Kennedy	
Debbie	
Cindy Arnold	
Tammy Tinker	
Trent Knoles	

- Approval of the minutes for June. Once approved, Karen will send to IFTA Inc. for posting. Kim motioned to approve, Miranda seconded, committee approved unanimously.
- Ballots update. 2 ballots

IFTA decals wording change looks good and will move it forward.
Language ballot, many comments and need time to rework the ballot, so we have pulled it for this year.
- Opening on Committee in the Northeast Region. Voted on a new member to be recommended to IFTA.

We received 4 bio's for the at large opening since we didn't get anyone from the northeast. The APC unanimously voted to recommend Kerryn DeVerteuil to IFTA board to fill the vacancy. He will be able to travel to the workshop if available as a member of the APC if approved by the board.
- Registered for Workshop? If you haven't you can register now

Room reservation have been done by IFTA Inc.
- Contacting other jurisdictions for participation in workshop. When should we do it?

If someone wants to work on an e-mail and send it to Cindy A., she will have it sent out automatically through the IFTA website. Karen volunteered. In August if jurisdictions haven't registered, do we want to call them again this year? Not much response from that activity and everyone agreed we will just send the e-mail.
- Update on workshop presentations from each presenter.

Kate has only received 1 and she would like them Friday. Everyone said they are working on them now.

- Open APC Meeting :

- Proposed agenda attached. What do you think about the way it is set up now?

- Cindy and Trent - board report.

- Karen – Best Practice Ideas, Procedures Manual and Best Practices Guide

- Tim - What is the APC?

- Kim Plante - note taker

- Belinda - Ballots

- Miranda – Committee Vacancy, Roll-Offs and New Members

- Travel Reimbursement Process - Cindy A if Debbie is not available

- Other Business

- Glen will have his first meeting next week for the working group for changes to the annual report.

- Kasha will add all of the work groups to the IFTA 101.

- Next meeting August 10, 2016. Have a great month.