

Agenda for APC Meeting

Wednesday August 16, 2017

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: Kasia

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

- Approval of the minutes from July 2017. Once approved, Karen will send to IFTA Inc. for posting.
 - Miranda motioned to approve minutes, Marie seconded the motion. All voted to pass the July 2017 minutes.
- Welcome Kathleen Blessing from Illinois.
 - Welcome!
- Has everyone registered for the workshop and received jurisdiction approval for their travel?
 - Most have registered. Tim will register by Friday August 18, 2017
 - Reminder the early bird rate end August 25, 2017
Dave confirmed (to Marie at the ABM) he will be attending
Peter advised Marie in an email that he had received approval to attend
 - Cindy S. will send an email to Tammy to ensure the new members have hotel rooms booked by IFTA Inc.
- Update from Kasia on APC presentation review. The Generations Presentation has been tabled for this year.
 - All bio's have been received by Marie from APC members doing presentations.
 - Tim's presentation is being resent on the IFTA/IRP template.
 - Miranda has submitted her presentation but will be submitting a revised version with a few small changes.
 - Cindy S. will find out who the Materials Coordinator is for the workshop and let Kasia know who she can send the presentations to.

- APC Open Meeting - Review Agenda and make assignments if needed. Send to Claudia to post on the website for the workshop.
 - Agenda looks good
 - A couple things to remember to mention/add at this meeting:
 - Ensure people are aware how to apply to be an APC member and where to look for vacancies, and
 - Talk about the 2nd Vice-chair position and who is interested in the position

- Review list of current attendees and have APC members call jurisdiction contacts in their region that have not signed up yet to encourage them to attend.
 - Cindy S. will send out a mass email (by the end of this week August 18, 2017) to the jurisdictions that have not registered. This will be sent to the Commissioner, Assistant Commissioner, and office level supervisor.
 - Cindy S./Marie will obtain an updated list on August 21-22 and will split up the remaining list of unregistered jurisdictions to APC members from those regions to follow up with a telephone call early next week (week ending August 25, 2017). Phone calls should be made to the office level supervisors to encourage attendance.

- Other Business.

- Next meeting: September 27, 2017. See you in Salt Lake.