

# Open APC Meeting

## Managers' and Law Enforcement Workshop October 17, 2018

**Call to Order** -Cindy called the meeting to order. Kasia was not in attendance.

**Approval of September Minutes** -Baron motioned to approve the September 2018 minutes without edits and Kathy seconded the motion for approval. All voted in favor of the motion to pass the September minutes. Joni will send to IFTA Inc. for posting.

**APC Overview** - Kerryn gave an overview of what the Agreement Procedures Committee (APC) is for the new members as well as the audience at the workshop.

**APC Completed Charges** - The New Member Guide and Best Practices Guide have been update and are posted on the IFTA Inc. website. If you are interested in the APC, the New Member Guide is a good source explaining what we do. The Best Practices Guide can be used as a resource to see what jurisdictions are doing about certain tasks related to IFTA.

**Board Report** - In Lonette Turner's absence, Trent Knoles gave the IFTA Board report to the General Session during the morning session of the workshop.

**Questions from Audience** - The APC explained that the planning for the workshop takes a year; it starts right after the workshop ends and is handled by the planning team represented by IRP, IFTA, Law Enforcement and Industry representatives.

The question was asked if IFTA ever planned to renew quarterly similar to IRP. Nothing is on the horizon at this time, but APC shared that someone could bring a ballot forward.

**Ballots** - Caleb gave an overview of the three ballots and stressed the time line for commenting and the importance of voting. APC is co-sponsoring Ballot 1 with the CAC and sponsoring Ballot 2; both are short track ballots. The comment period ends 10/27/18 for short track, and 11/11/18 for full-track ballots.

**APC Committee Member Updates-** New members: Joni is an at large member for the Northeast and Mel from the Midwest. We have a full committee at this time. Kerryn is stepping down from the 1<sup>st</sup> Vice Chair position due to job priorities, but will remain on the committee. Miranda will move to the 1<sup>st</sup> Vice Chair position as of 11/1/18. Cindy asked for volunteers for the 2nd Vice Chair and Joni volunteered. If anyone else is interested, they need to send Cindy an email and then she will send it out to the APC for vote.

**New Business** - No new business

**Travel Reimbursement Process** - Debbie Meise sent the reimbursement form to committee members last week. It is based on federal per diem rates. Receipts are not needed for food purchases, only transportation and baggage. If any assistance is needed call Debbie. Participants should email the form to [travel@iftach.org](mailto:travel@iftach.org).

**Adjournment** - Cindy adjourned the meeting. Next Meeting - November 14, 2018