

Agenda for APC Meeting

Wednesday November 9, 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:
Cindy Swanson	Kerryn deVerteuil
Marie Stark	Trent Knoles
Kim Plante	
Karen Smith	
Kate Kennedy	
Belinda Mackinnon	
Miranda Schober	
Kasia Panczyszn	
Tim Nehring	
Cindy Arnold	

- Approval of the minutes from September 28, 2016. Once approved, Karen will send to IFTA Inc. for posting.
 - Approval of minutes, Miranda moved to approve and Karen second the motion, all approved.
- 2016 Workshop Feedback / 2017 Planning Team
 - Planning team for 2017 is Marie Stark, Cindy Swanson and Kate Kennedy. We will rotate the 3rd seat of the planning team annually.
 - APC needs a Materials Coordinator for the 2017 workshop. We will take volunteers next month at the December APC meeting.
 - Feedback from 2016 workshop was positive.
 - All APC members turned in their expense claims and have received reimbursement.
 - All APC members completed the post-workshop on-line survey. (Planning teams use the feedback when planning the next workshop)
 - 2017 IFTA Managers & Law Enforcement Workshop will be in Salt Lake City, from September 26th – 28th
 - Hotel will be Sheraton Salt Lake City Hotel
- Ballots
 - Ballot 2 looks good. It is out for vote now so please let your commissioner know to vote!
- Board Meeting Update:
 - In 2018 IFTA Inc. will fund 1 guest from the jurisdictions to attend 1 meeting, either the IFTA Audit Workshop or the IFTA Managers Law Enforcement Workshop.
 - Drew has rolled off of the LEC but will remain on as the ex-officio. David Bales is the new LEC Chair.
 - LEC is drafting a ballot regarding red/green light to assist with enforcing IFTA roadside. It will address the codes used in the Clearinghouse. – APC will assist with this ballot.

- APC – Vacancy (Southeast)
 - Glenn rolled off of the APC. APC received one application so far. The committee will wait until the December meeting to entertain all applications and vote on a new member. Cindy S will send out the bio we received so far.
 - Glenn was also in a working group reviewing the Annual Report, General Report, Audit Report and Exemption Report. Kate Kennedy volunteered to take his place. Cindy S. will inform the Board.

- Other Business
 - Has everyone been on the new website? Please visit it and make sure all of your jurisdictional information is up-to-date.
 - Will there be any new ballots this year? The APC will discuss topics. Possible ballot; un-receipted fuel (may not need to be a ballot). Does the APC want to revisit the English ballot?
 - APC committee members should all be reviewing the Agreement Procedures Manual and Best Practice Guide to see if any items need updated or changed.
 - Best practice guide should be reviewed. After we fill the vacancy we will have the newest members review the Best Practice Guide. We will talk about this again at the next meeting.

- Next meeting: December 14, 2016.