

**Agreement Procedures Committee**  
 Conference Call Minutes  
 December 16, 2011

Participants	Absent
Cindy Arnold (NV) Chair	Joy Prenger (MO)
Carolyn Evanston (IN)	Trina Kluever Pauli (WI) Vice-Chair
Sandi Ackerblade (ON)	Donna Alderman (NC)
Kim Knox-Lawrence (ME)	Judy Vigil (NM)
Marie Stark (MT)	Bill Kron (MS) – ex officio
Krystal Miller (NH)	Pamela Marshall (KY)
Ghyslaine Lepage (QC)	
Ron Hester (ON), Board Liaison	
Ric Listella (OR), Board Liaison	
Tammy Trinker (IFTA, Inc.)	

Cindy Arnold called the meeting to order.

Approval of minutes from last meeting

Due to lack of quorum on our phone calls Cindy will sending out the minutes from September, November and December of 2011 for voting by e-mail.

New business

Ron and Sandy discussed a new app being developed in Ontario. Ron will be giving us an update on this at our February 9, 2012 meeting.

Discussed the 2012 workshop

We are merging the Mangers and Law Enforcement workshop with IRP beginning in 2012. IRP and IFTA will be co-hosting the Workshop in 2012 and 2013 and IRP will be hosting workshop in 2014 and 2015 for the IFTA-IRP Managers and Law Enforcement Workshop.

Workshop Agenda

The first conference call between APC and LEC will be in January. Cindy will contact IRP and invite them to join the call. We need to find out how much of the Agenda time is needed for IRP and LEC topics, break-outs or Panel discussions.

Discussed the agenda and ideas brought forth:

1. Have a longer closed session first thing on Wednesday morning which would enable the jurisdictional membership to discuss issues. Having it first thing would then enable us to open the rest of the workshop to Industry and it allows Industry to arrive later.
2. Latest technology for in the field and for the office.
3. Safer and MCMIS information update (Kim will get information on this)

Ballot

Discussed the language needed if a ballot was brought forward that would require all IFTA transmissions of documents between jurisdictions to be in English. A sub-committee was appointed to get further information and to work on language. Those appointees are Sandy, Ghyslaine, Carolyn, and Marie. Cindy and Kim will contact IRP and find out how or if they are handling the same issue due to NAFTA.

For next meeting

Cindy requested all committee members come to the next meeting with idea's of presentations, break-outs, or Panel discussions for the 2012 Managers and Law Enforcement Workshop.

Committee members were asked to review the Best Practice Guide and New Members guide and bring idea's and comments to next meeting.

The call ended after 45 minutes.

The next meeting is **January 11, 2012**

Minutes submitted by: Cindy Arnold