

# Agenda for APC Meeting

Wednesday December 13, 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: Marie Stark

Attended:	Absent:
Cindy Swanson	Baron Brown
Kerryn deVerteuil	Trent Knoles
Peter Hansen	Dave Benson
Kathleen Blessing	Tim Nehring
Karen Smith	
Miranda Schober	
Caleb Ross	
Kasia Panczyszyn	
Marie Stark– Ex Officio	
Cindy Arnold – Board Liaison	

- Approval of the minutes from November 8, 2017  
 Kathleen motioned to approve, Miranda seconded. All in favor of approving.  
 Karen will submit the approved minutes to IFTA Inc. Cindy advised that Maria needs them in PDF format with the following naming convention: Ex. 11.2017 for November. Cindy will send out the final draft of the minutes in PDF format.
- New APC Western Region Member  
 Caleb Ross from ID was welcomed to the APC. He has an audit background and does IFTA/IRP/Distributs audits.  
 Cindy reviewed what the APC is currently working on: Planning the workshop for next year, updating the Best Practices and New Member Guides, and ballots.
- Ballots  
 Both of the ballots that were sponsored by the APC and were moved to short track at the ABM failed due to not enough jurisdictions voting and a non-vote is considered a no vote. Please remind your commissioners to vote. They will be submitted as full track ballots in 2018 and asked to be moved to short track at the ABM. The 2017 full track ballots are out for vote until January 15, 2018. All need to push commissioners to vote.
- Board Meeting Update  
 Nothing new. Western Regional call was held this morning. Electric vehicles and how to tax them was a big topic. Pepsi Corporation just ordered 100 new electronic trucks. We need to be prepared.  
 Possible topic for the 2018 Workshop.
- New compliance peer review process passed; effective January 1, 2018. Southeast Region is up for review in January 2018. California volunteered to try out the new process and they did not have to upload anything so far. They filled out the questionnaire and everything so far has been found in the Clearinghouse. They shouldn't have to upload anything unless the reviewers need further information.

- Sub-Committees Updates:
  - Best Practices – Peter/Kathy – Worked on with track changes. Edits are due by December 22<sup>nd</sup> to Peter and Kathy. They will incorporate edits/comments and send out for final review.
  - New Member Guide – Miranda/Dave - Miranda has made all the suggested changes and will send out the updated guide later today or tomorrow for the final review. Please make sure you review the document before our next meeting for any changes and we will submit for approval.
  
- 2017 Workshop Evaluation Feedback – All in all it was positive feedback. APC is overseeing the planning of the workshop next year. Everyone wants us to focus on education and training. The audience liked the breakouts and town hall. They would like to see the 101's again.  
Do we want breakouts to be discussed at Town Hall? Marie said that one reason we did the notes is because they were not discussed. Asked if everyone had looked at the breakout notes, some had not received them. Cindy will forward the email to the committee.  
Possible topics for Next Year: Transmittal Process; Clearinghouse Process; What about separate times for the LEC, EC and APC Meetings – brought up that it would chew up a lot of time and it is hard to fit in. APC participants on the 2018 workshop planning team are Cindy Swanson, Kasia and Kerry
  
- Other Business: Maria Coronado is with IFTA Inc now and is taking over the hosting of our conference calls.
  
- Next meeting: January 10, 2018. Have a Merry Christmas and Happy New Year!