

**Minutes of APC Conference Call
March 5, 2008**

Attendees: Bill Kron
Ron Hester
Deborah Brown
Meg Cronk
Scott Greenawalt
Hugh Hughson
Rena Hussey
Pamela Marshall
Joy Prenger
Tammy Trinker (IFTA, Inc.)
Debora Meise (IFTA, Inc.)

Absentees: Brian Lehane, Laura Haney, Earleen Weaver, Sonia Sanders

Minutes of the February 6, 2008 conference call were approved with some minor changes to be made.

The Agenda for the 2008 Managers/Law Enforcement Seminar was reviewed. The committee walked through each of the topics and discussed additional topics to fill gaps in the agenda.

Day One

Pamela Marshall volunteered to help Debora Meise with the Ice Breaker.

The 9:45 gap on Day One will be filled with the Exemption Database and Annual Report update. Deborah Brown will lead this session.

Meg Cronk will lead the Alternative Fuels discussion since she is a member of the Alternative Fuels Committee.

The Overview will be lead by Julian Fitzgerald.

Debora Meise is working on a presenter for the IFTA Committees Update.

It was suggested that we contact Arizona for a presenter for the Border States – NAFTA Update.

The Town Hall session will be lead by Bill and Jennifer.

Day Two

A session on Unprocessable Returns was suggested. Virginia and Kentucky have been looking at the reasons behind this. Nevada did research in this area last year. Rena suggested that if we do this as a break out session that we break the topic into the problems along with the never late information from New Brunswick. It was discussed that this topic would be of no interest to law enforcement.

The Mock Peer Review was suggested as a break out topic. Debbie Meise suggested that we add this information to the 101 or Advanced IFTA topics and review the process.

Day Three

Ballots, Consensus Board and IRP still need slots in the program.

The Combined IFTA/IRP review update will be done by Debbie Meise.

We are waiting to hear from IRP if they can send a representative.

Last Day Lunch

Discussion was held on the number of people that would likely attend the luncheon on the last day. Lonette stated that she would like to have a lunch on your own and provide a breakfast buffet instead. No agreement was reach among the Committee Members. This topic was tabled for further discussion.

Annual Report Database Survey

Bill Kron asked for comments. The Committee was in agreement on the form.

Scott Greenawalt suggested in Part A that we add a line asking jurisdictions if there were any items the jurisdictions though should be removed from the database as well as anything jurisdictions may want added.

Scott will send a draft of this line change to Bill and Ron.

New Members Guide

Bill will get with Scott to discuss.

Best Practices

Bill will get with Scott to discuss.

Possible Ballots

Annual Reporting – Required Information

Rena Hussey questioned the reason to proceed with this ballot in light of the Committee looking at the possibility of making broader changes to the Annual Report Database. It was decided to wait on submitting this ballot until after the survey was complete

Numbering of Transmittals

The concept of this ballot is to limit the number of notices that a jurisdiction would need to send out based on Clearinghouse membership. In effect, jurisdictions would send out 10 notices instead of 58. The committee decided to go forward with this ballot. Meg discussed making the ballot short track. Debbie recommended that it go long track and if there was membership support to then move it to short track. Debbie will format the ballot and send it back to Bill and Ron for final review.

Exemption Database

Bill will contact Deborah Brown to discuss the draft Deborah sent to Bill. Bill will then send out the draft to the committee for review.

Other Issues

The committee has until March 24th to submit ballot proposals

Our next call the committee will need to narrow and finalize the seminar agenda.

Bill will contact Jennifer for agenda item confirmations.

April 2nd is our next call.

Respectfully,
Deborah Brown