

**Agreement Procedures Committee
Conference Call Minutes
June 3, 2009**

Members Present	Members Absent
Bill Kron (MS) Chair	Joy Prenger (MO)
Ron Hester (ON) Vice Chair	Pamela Marshall (KY)
Cindy Arnold (NV)	Rena Hussey (VA), Board Liaison
Deborah Brown (VA)	
Dave Bujno (NH)	
Ghyslaine Lepage (QC)	
Trina Kluever-Pauli (WI)	
Deborah Pollizi (OK)	
Debbie Meise (IFTA, Inc.)	
Tammy Trinker (IFTA, Inc.)	
Andrew Foster (NB), Board Liaison	
Scott Greenawalt (OK), Board Liaison	

1. Approval of Minutes

- Minutes from APC conference call held on May 6, 2009 were approved with the following changes: Andrew, Deborah B. & Rena were present at the call. Minutes to be revised & re-sent.

2. 2009 IFTA Managers' & Law Enforcement Seminar

- Preliminary Agenda is now posted on the IFTA Inc. website
- Bill gave an update on a call held between APC & LEC Chair/Vice Chairs on May 14th. This call was held as a result of a recent vote by LEC members to cancel the Sep seminar & postpone till next year. Since current contracts are in place for the seminar with steep cancellation fees, this year's seminar will go forward as planned. Ron and George continue to work together to work out agenda details.
- Planning Deadlines:
 - June 19th – Seminar registration packet will be posted on the IFTA site
 - August 10th – all presentations due to IFTA Inc.
- Planning Updates:
 - Agenda is in place now
 - Presenters are all in place except for the Dispute Resolution Process. Bill to contact committee to confirm a presenter.

- Revocations, Suspensions and Cancellations agenda item: questionnaire to be sent via email by Bill on June 8th to all IFTA Supervisors and c.c. IFTA Commissioners and APC members. Deadline for responses is June 29th – responses to be sent to Dave.
- Seminar meetings: Bill reminded all that since IFTA Inc. is covering part of the cost of APC members to participate in the seminar, APC members should attend the meetings scheduled for Sep 8th – 4pm and Sep 11th – 12:30pm (combined APC/LEC) & 2:30pm (APC)
- IFTA NEWS – reminder from Debbie M. – Bill and Ron to write article due to IFTA Inc. by June 10th. Future articles to continue.

3. IFTA Alternative Fuels Committee

- Deborah Pollizi has agreed to represent APC on this committee.
- Scott to discuss further as OK does not have alternate fuels in their statutes.

4. IFTA Annual Report

- Trina has sent an email to set up the next conference call on this item, hopefully for next week.
- Bill mentioned that he would like to see this item sent to the Board for their Oct/09 meeting.
- Once work has been completed, Bill will send to Debbie and she will give to Tom to work on.

5. IFTA Exemption Database

- The Board wanted 2 items added to the database: 1) A date field for when an exemption goes into effect and 2) A historical sub data base.
- Debbie M. to send an email to set up a call for next week to complete this work. Call to include: Bill, Ron, Debbie M. Tom, Deborah B and Scott.

6. July APC Conference Call

- Changed from July 1st to **July 8th** due to Canadian stat holiday

Congratulations to Debbie Meise on 13 years with IFTA Inc.!

Minutes prepared by Ron Hester, June 3, 2009