

**APC Conference Call
Minutes for June 12th, 2013**

	Absent
Kimberley Knox-Lawrence (ME) chair	Carolyn Evanston (IN) vice chair
	Glenn Boyette (MS)
Cindy Arnold (NV) ex-officio	Cindy Swanson (CA)
Sandi Ackerblade (ON)	Tammy Trinker (IFTA Inc)
Ghyslaine Lepage (QC)	
Pamela Marshall (KY)	
Kim Plante (VT)	
Marie Stark (MT)	
Lonette Turner (IFTA Inc)	
	Debbie Meise (IFTA, Inc)
Ron Hester (ON) Board Liaison	

Items on agenda, in order of discussion:

Approval of May minutes: Minutes from May 8th, 2013 meeting will be brought forward to July 10th, 2013 meeting for approval, as there were not enough APC committee members to form a quorum.

Workshop Agenda

Laurie from IRP sent V.12 of the agenda prior to this meeting.

The question was raised re: the Breakout meetings – do we see a need for suggested topics and assigned facilitators for the networking rooms. Pam (KY), Cindy A (NV), Glenn (MS) and Carolyn (IN) were assigned as facilitators. Marie (MT), Ghyslaine (QC), Kim P (VT) and Sandi (ON) will scribe breakout discussions.

It was discussed the lunch on Friday is not being supplied. Everyone will have to source their own lunch. It was agreed 1 hour is not enough time to leave the hotel, order lunch and return. It was decided to extend the lunch period from 12:30 – 1:30 to 12:30 – 2:00 pm.

Cindy A said her Data Sharing agenda item would be better suited as an agenda item for the Open APC meeting as it was more of a discussion piece of the results of the survey, rather than a presentation. The eServices presentation has been moved from 10/25 from 2 – 2:30 to 10/25 – 9:30 – 10 am time slot.

Discussion on ballots submitted by APC:

5 – going to re-work this ballot once the Comment period (ends June 17/13) is over. Sandi will send soft copy of all of Trent’s original materials to Kim K, Cindy A and Marie. These people will be the sub-committee to do the re-work. Kim K will invite Trent Knoles (IL) who created the original short track ballot. Ron H suggested once the re-work is completed, to send the ballot past the attorneys committee.

Commissioner Training

Cindy S is already on the sub-committee for the Commissioner/Assistant Commissioner training. Ghyslaine, Cindy A and Marie have agreed to assist on the sub-committee. The mandate has to be completed for the **2Q2014** Board Meeting.

Workshop Travel

Lonette was asked how we now book airfare. She explained we have to sign up for a profile in CB Travel to book airfare. She will ask Tammy to forward the link to us after Tammy returns from vacation.

Kim K will prepare a blurb for the IFTA newsletter for the workshop.

Cindy A asked about sending workshop information to all of the Commissioners, industry, board liaisons, IRP. Cindy will share her contact group with Kim K. Kim K will be sending info to the above mentioned groups next week.

Conference call ended after 50 minutes

Next Conference call: July 10, 2013

Minutes submitted by Sandi Ackerblade
June 13th, 2013