

Members present: Marie Stark, Gyslaine Lepage, Kim Plante, Kate Kennedy, Sandy Ackerblade, Karen Smith, Cindy Swanson, Ron Hester, Debbie Meise and Tammy Trinker.

Approval of Dec 2013 minutes:

No changes

Sandi moved to approve, Kim P. seconded, all approved.

Discussed the agenda

Sub-Committee Report by Cindy S.:

Wrapping up the report of 8 webinars to be presented at the Board meeting for training new Commissioners and Assistant Commissioners. Kim P. replaced Cindy A. on this sub-committee.

No new ballot ideas

2014 Workshop:

2 meetings scheduled this month with IRP planning committee to get the draft agenda in place. IFTA, Inc will be absent from the meeting on the 30<sup>th</sup> due to the Board meeting. Sandy will send IFTA, Inc. an update of the meeting.

Kim sent the IRP planning committee the template for the agenda.

The open committee meetings be spread out to 1 per day to allow all to attend. A suggestion will be submitted to the IRP planning committee as follows: APC on day 1; LEC day 2; and Education day 3

Open/closed meeting, determine at a later date if needed

Discussed attendees having to depart for the airport before the end of the meeting to catch flights and if the meeting time could be adjusted. Debbie mentioned to check with the hotel, ending early may be in conflict with the contract

Hold a "lessons learned" meeting directly after conference closing

Discussed responses from the survey: repeat information, not very important, need more detail, etc.

For the committee reports, provide the "Key" initiatives the committee is working on, could be long or short, but just present an overview. 1 hour is too long for the reports, change to allow ½ hour.

Kate said it would be helpful to know if the attendees are with IRP, IFTA, or both by placing this information on the name tag, and include if they are on a committee. A request will be made to the IRP planning committee.

Should folders be handed out or remind attendees to bring their own. Check the budget to see.

Ghyslaine asked if financial figures were available from the M & M Blitz and we discussed that the enforcement collections was discussed at the 2013 workshop. Cindy S. said that was from CA and she would do a presentation on this.

2014 workshop topics:

Dual Fuel Vehicles- allow 1 ½ hour on day 2- Sandy and Ghyslaine are tentative to present –

Move the M & M Blitz to 2:45-3:45 and move town hall to 2<sup>nd</sup> day

As an ice breaker, provide a list of acronyms from the US and Canada and see who can figure out the most.

Include discussion on multiple IFTA licenses for one company under 1 TIN to the town hall, rather than a presentation.

Next APC committee meeting will be on February 12<sup>th</sup>.