

**APC Conference Call  
Minutes for February 12<sup>th</sup>, 2014**

Members Present: Marie Stark, Vice-Chair (MT), Sandy Ackerblade (ON), Glenn Boyette (MS), Kathryn Kennedy (IN); Ghyslaine Lepage (QC), Pamela Marshall (KY), Kim Plante (VT), Cindy Swanson (CA), Cindy Arnold and Trent Knoles, Board Liaisons and Tammy Trinker, IFTA Inc.

Members Absent: Kim Knox-Laurence, Chair (ME) and Karen Smith (IA) were absent.

### **Items discussed**

Marie opened the meeting and went back to our last conference call; some of our topics are already included in the agenda. Concerning our requests (name tag, folder, etc.), they were presented to the Planning Committee, no comments. Following the comments, each Committee will have their Open Meeting on a different day, so all the attendees will be able to go.

For this conference call, a list called Priorities for Session Topics, updated on January 30, was sent. Marie asked us to look at the section called: Not included:

- Carriers that have multiple licenses: should it be in Breakouts or Townhall? It was decided that it should be in Townhall because its concerns everyone;
- ICAWG: was presented last year;
- Survey: Side-to-side comparison of IFTA and IRP: this is referring to the administrative side where the topic under definitely include is referring to law enforcement.

For the topics included, we have to determine: which ones are APC, how long we need and where it can be placed on the agenda:

- Duals Fuel: already scheduled for Thursday at 10:30. Discussion on what should be presented and the Equivalent Diesel gallon; Sandi and Ghyslaine will present what has happened in their jurisdiction...CA may be part of it too, since they were there at the beginning. We think 30 to 45 minutes is sufficient.
- Roadside Collection in CA: already schedule for Thursday at 9:45, Cindy S will present what is done in CA, Pamela suggested she could do the same thing for KY, so we will have the East and West side; Cindy said she need 30 minutes, so 30 to 45 minutes will be enough. It is after the M&M Blitz.
- IRP101/IFTA101: Sandy said that Ron has a presentation on IFTA 101, maybe it is also available on the IFTA website (Committee Materials) and she will send it to the committee members. She doesn't know the time required. IRP will have to do their part.
- Transmittals 101: We think that this is a huge topic and should be removed.
- IFTA Funds Netting Calendar: This will be presented by Amanda from IFTA Inc., Tammy will ask her how long she needs.
- New or Proposed Ballots: In October, IRP ballots have already been voted on and IFTA Ballots have been presented and discussed at the ABM, so it is decided that we will include a short resume of the ballots in our Open Meeting, no other presentation will be made.
- Committee Projects Reports Update: scheduled for day 1, after the Ice Breaker, it should be short. 30 minutes for all of them: IFTA, IRP, Board and ABM. Marie agrees to present.
- Breakouts by region: we think that still, we need a moderator and a note taker and a recap. We will try to get volunteers from all of the groups.
- Ice Breaker with acronyms: Debbie has a list.

- Suspension, Revocation, Cancellation: There will be a presentation on what Suspension, Revocation and Cancellation mean in IFTA and IRP. Marie and Sandi will do the IFTA part.
- Closed Meeting: we don't know yet if there will be one, LEC will have to decide soon.
- Industry Presentation: Usually we leave them a period of time to do a presentation.

Trent advised us that the Board has received a request from the Chair of the Industry Advisory Committee, Sandy Johnson, asking if she could join the Planning Committee of the Workshop. Maybe it is because of the Closed Session where Industry can't assist. Cindy A said that they were always invited to participate to the workshop. What about the confidentiality if Industry participates in the Planning Committee? We will have to be careful. It was said that IRP has an industry representative on their committee.

Trent is the new Board liaison for APC, it's his first conference call after the last Board Meeting. The committee welcomed him. Trent said it has been suggested that the Chair of the committees be part of a segment of the Board through conference calls.

Before ending the call, the January minutes were approved without change, suggested by Ghyslaine and seconded by Kim, no objection.

Someone asked if IFTA Inc. will pay for part of the travel expenses to go to the Workshop, Tammy answered that we will have to send a request to the Board.

To conclude, we will put our topics on the agenda and see what IRP will do; the Planning Committee has a conference call tomorrow.

Marie ended the call at 3 o'clock.

Minutes submitted by Ghyslaine Lepage  
February 13, 2014