

Agenda for APC Meeting May 14, 2014

Conference Call Information: 1-866-906-7447 Participant Code: 9179391

Kimberly Knox-Lawrence (ME) Chair	Absent
Marie Stark (MT) Vice-Chair	Karen Smith (IA)
Ghyslaine Lepage (QC)	Glenn Boyette (MS)
Pamela Marshall (KY)	
Kim Plante (VT)	
Sandi Ackerblade (ON)	
Cindy Swanson (CA)	
Kate Kennedy (IN)	
Trent Knoles (IL) Board Liaison	Cindy Arnold (NV) Board Liaison
Debbie Meise – IFTA Inc.	

- Approval of April 2014 minutes-Marie has not received any email to correct. Marie suggested approval of the minutes and Kim Plante seconded. All approved.
- Kate Kennedy is participating in Electronic Credentials Working Group; they had discussions on who will do what. The mandate is to look at different electronic devices and proposes if they could be accepted as credentials; for example: cell phone, electronic log book. The main problem is with Law Enforcement and what can be considered as evidence in a Court Law.
- Cindy Swanson is reporting for the sub-committee on CTC, the recording schedule is ready, they will all be done by the end of June and the finals are scheduled in the week of July 2nd.
- ICAWG change proposals. As a group, APC can comment if the ballot has an impact on our committee. In this ballot, they have retrieved some sections from the Procedures and Audits manuals and put them in the Agreement manual. It has to be accepted all together, like it was for IRP. Another question is: Do we need a Procedure Manual? A sub-committee will have to look at the sections left and maybe proposed a ballot next year (if the ballot # 3 is accepted). It was decided that APC members not already on the CTC for the webinars will be on that new sub-committee, so it will be: Kim K-L, Sandy, Pam, Kate, Karen and Glenn.
- Ghyslaine asked what were the comments on the other ballots, some have already comment on them:
 - #1- change PCR from every 5 years to 4, it is better, easier for storage of the records.
 - #2 – add two provisions for Compliance Review: one (R360) is about giving information to licensees and the other one(R1310) is auditing for the benefit of all jurisdictions. Sandi was not too sure how to understand this one. According to Debbie, they want to add in the Compliance Review topics that have more impact for the membership than others like: the size of the decals. With this explanation, it is more understandable.
 - #4 – clarify the language on “license year” instead of “registration year”, this one has no impact for us.
- Review the 2014 Workshop Agenda
 - The agenda looks pretty good and full.
 - Laurie from IRP would like to have few lines on the presentation by the end of May. Marie will receive them and transfer to Laurie: for the APC Open Meeting, we will use the pre-agenda; Pam will do it for the one on Suspension/Revocation; Sandi for the one on Dual Fuel Vehicles; Cindy for the one on Roadside Collection; and it is already sent for the one on Interactive Hands. Maybe also give some topics for the Town Hall Meeting.

- They will talk to Joy about presenting the ICAW ballot (#3)

- Other items
 - Travel Info to the workshop, not before July. Like last year, IFTA Inc. will pay for Airfare, 2 nights and 3 per diem, we will receive a letter.
 - Debbie mentioned that on the secured website, under Important Info, she has put two new surveys: one is on the online filing and the other one is on processing system. About that survey, it was asked if it should be included in the annual report. We think it's a good idea; it will need a ballot for next year.
 - Trent wants to thank the persons who have participated in the Board of Trustees last conference call and he mentions that the letter saying that expenses were paid to go to the ABB will be send shortly.

Kim ended the meeting after 45 minutes

Minutes written by Ghyslaine