

**Minutes for APC Meeting
September 10, 2014**

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

August 2014 minutes reviewed and a move to approve by Kate, Ghyslaine seconded, all in favour and minutes were approved.

Discussed Agenda for the workshop:

- All APC presentations have been received and forwarded to Renee.
- Kim K checked with all members that they have signed up for the workshop. Everyone on the call confirmed that they have.
- Kim K said Debbie will be forwarding the ice breakers for the first day. She also said Ballot 1 has been withdrawn, so she has adjusted her presentation to speak about ballot 2, as it is going forward.
- Ghyslaine suggested removing the word “Canadian” from the descriptor for the dual fuels presentation. At the joint phone call on Thurs Sept 11/14, it will be requested to be removed.
- Day 3 breakout session has facilitators for all Regions; scribes still needed to Region I & II.
- Cindy S is bringing a hand held scanner and thumb drive for the roadside compliance demonstration.
- Cindy S asked to confirm that ballots 3 & 4 would be discussed at the APC open meeting. Kim K confirmed.

Contacting jurisdictions:

- Cindy S contacted WY and WA; their response was they are not attending, and she hasn’t heard back from OR.
- Kim K contacted MA who asked if funding was available so they could send people. Kim’s response was negative unless someone from your jurisdiction is an APC/LEC committee member. She also contacted SK who is not sending anyone.
- Ghyslaine is contacting the 7 Canadian provinces.
- Karen is calling OK and ND; Kate is calling SD.
- Glenn is splitting with Pam to contact the southern states.

APC Recruitment:

- Kim K also asked Glenn if during these calls he could recruit for this region for an APC committee member replacement for Pam.

Other business:

Debbie joined the call later during this meeting. She asked the following:

- She sent a request from IRP re: going to dinner during the workshop. All have confirmed they will be attending.

- Debbie wanted confirmation from APC members we have airfare and hotel accommodations and have registered.
- Debbie had a call with LEC on Sept 9/14. She let us know Jenn Brown from AZ might not be coming to the workshop. Of the 12 LEC members, 4 have confirmed attendance. LEC has made arrangements for alternate presenters should the scheduled member not receive approval to attend.

New Business:

- A unanimous decision was made the regularly scheduled Oct 8/14 APC call will be replaced by the APC Open Meeting during the workshop.
 - There will be a reminder regarding recruitment included in the September newsletter.
 - Kim K will be calling and confirming with Joy re: her participation for ballot discussion.
- Meeting was adjourned at 2:45 EST