

**2024 IFTA Educational Forum**  
**June 3 – 7, 2024**  
**The Westin Downtown Denver – Denver, Colorado**

**AGENDA**

<b>Sunday, June 2, 2024</b>		
<b>1:00 pm – 5:00 pm</b>	<b><i>On-Site Check-In and Assistance Center</i></b>	<b><i>Mezzanine Level</i></b>
2:30 pm – 5:00 pm	IAC (placeholder)	
5:00 pm – 7:00 pm	Presenter’s Meeting (Workshop Planning Meeting)	<b><i>TBD</i></b>
<b>Monday, June 3, 2024</b>		
<b>7:00 am – 4:00 pm</b>	<b><i>On-Site Check-In and Assistance Center</i></b>	<b><i>Mezzanine Level</i></b>
<b>6:30 am – 8:00 am</b>	<b><i>Breakfast (Provided) (90 minutes)</i></b>	<b><i>Platte River</i></b>
8:00 am – 9:15 am	<b>General Session (75 minutes)</b> Welcome - Government Official Anthem/Honor Guard Housekeeping/Overview of the Day’s Schedule Details of how the Breakouts will work (Order, Rooms, APP, etc.) Transition to Breakout Rooms	<b><i>Confluence Ballroom A/B</i></b>
9:15 am – 10:15 am	<b>IFTA Licensing/IRP Registration (1 hour)</b>  <i>A comprehensive look at the licensing and the registration processes. We will explore what must be done by carriers, how jurisdictions evaluate the propriety of a license or registration application, and how licensing affects all stakeholders including law enforcement and audit to result in a proper and valid IFTA license or IRP cab card being issued.</i>  Red Truck    Augusta Blue Truck    E.P. Ensley Green Truck    Horace Tabor/Molly Brown	
<b>10:15 am – 10:45 am</b>	<b><i>Networking Beverage Break (30 minutes)</i></b>	<b><i>Mezzanine Level</i></b>
10:45 am – 11:45 am	<b>The IFTA Tax Return/The IRP Fees Schedule (1 hour)</b>  <i>In this session we examine how the tax return and fee schedule is structured, how a return is filed, and we explore common issues that arise from poorly constructed returns or a failure to understand the returns filing process. We will look at issues such as exemptions, how non-receipted fuel is reported, data integrity validation, the emergence of alternative fuels, and much more! We will look into how the filed returns and the fees schedule affect or may be affected by stakeholders such as audit, law enforcement, service providers, and IT development companies.</i>  Red Truck    Augusta Blue Truck    E.P. Ensley Green Truck    Horace Tabor/Molly Brown	

<b>11:45 am – 1:00 pm</b>	<b>Lunch (Provided) (75 minutes)</b>	<b>Platte River</b>
1:00 pm – 2:00 pm	<p><b>Understanding Roadside Enforcement (1 hour)</b></p> <p><i>Ever wonder what the guy with the badge does and how it affects you? Experts in the field of law enforcement will discuss what happens at roadside enforcement checks. With the aid of not only visuals, but exhibits, our presenters will walk you through not only what happens at roadside but what tools and platforms they use to get a clear picture of whether the vehicle, driver, and entity overall is in compliance with IFTA, IRP, UCR, FMCSA, and other government programs. The presenters will show you, the attendee, why roadside enforcement is a critical component to your role within administering or complying with IFTA and IRP.</i></p> <p>Red Truck Augusta  Blue Truck E.P. Ensley  Green Truck Horace Tabor/Molly Brown</p>	
<b>2:00 pm – 2:15 pm</b>	<b>Transition to General Session (15 minutes)</b>	
2:15 pm – 2:45 pm	<p><b>General Session (30 minutes)</b></p> <p>Wrap-up/Re-Cap from Breakouts – Debbie Meise – Moderator (30 minutes)</p> <p>Breakout Session 1 Lead – Jackie Polk, Lee Trans  Breakout Session 2 Lead – Margie Hughes, Comdata  Breakout Session 3 Lead – Mark Drennan (KS)</p>	<b>Confluence Ballroom A/B</b>
<b>2:45 pm – 3:15 pm</b>	<b>Networking Beverage Break (30 minutes)</b>	<b>Mezzanine Level</b>
3:15 pm – 5:00 pm	<p><b>Panel Discussion / Open Forum (Learning from the past and applying it to the future)</b></p> <p>Carmen Martorana &amp; Rick LaRose – Moderators</p> <p>Panel Members:  To Be Announced</p>	
<b>6:00 pm – 8:00 pm</b>	<b>Opening Reception (poolside) Hosted by ProMiles</b>	
<b>Tuesday, June 4, 2024</b>		
<b>7:00 am – 4:00 pm</b>	<b>On-Site Check-In and Assistance Center</b>	<b>Mezzanine Level</b>
<b>6:30 am – 8:00 am</b>	<b>Breakfast (Provided) (90 minutes)</b>	<b>Platte River</b>
8:00 am – 8:45 am	<p><b>General Session (45 minutes)</b></p> <p>Welcome Back  Housekeeping/Overview of the Day’s Schedule  Details of how the Breakouts will work (Order, Rooms, APP, etc.)  Brief Q &amp; A from Monday’s Sessions  Transition to Breakout Rooms</p>	<b>Confluence Ballroom A/B</b>

8:45 am – 9:45 am	<p><b>Records, Records, Records (1 hour)</b></p> <p><i>In this session we look at what records are commonly kept and what data elements must be present to be in compliance. We take a deeper look at what other records are available that you may not have ever thought about. Representatives from industry, audit, administration, and law enforcement will help you understand not only what is required under the provisions of the Agreement and Plan, but how to make use of alternative records and information to result in determining a more accurate view of the carrier's operations resulting in compliance.</i></p> <p>Blue Truck Augusta Green Truck E.P. Ensley Red Truck Horace Tabor/Molly Brown</p>
9:45 am – 10:15 am	<p><b>Networking Beverage Break (30 minutes)</b> <span style="float: right;"><b>Mezzanine Level</b></span></p>
10:15 am – 11:15 am	<p><b>IFTA Clearinghouse/Funds Netting Process/IFTA, Inc. Website (1 hour)</b></p> <p><i>What is the Clearinghouse, how does it work, and how does Funds Netting affect me? Find out from the experts from IFTA, Inc., the Clearinghouse Advisory Committee, administrators, auditors, law enforcement and industry how the Clearinghouse data can help you in discharging your duties. Learn about where to find "it", download reports, and more! We'll also take a more in depth look at the data integrity rules and the funds netting calendar requirements.</i></p> <p>Blue Truck Augusta Green Truck E.P. Ensley Red Truck Horace Tabor/Molly Brown</p>
11:15 am – 1:00 pm	<p><b>Lunch On Your Own (1 hour 45 minutes)</b></p>
1:00 pm – 2:00 pm	<p><b>What is Real/What is Fake (1 hour)</b></p> <p><i>Think every document, receipt, license, plate, or decal is authentic? They're not. Let our presenters from law enforcement, administration, audit, and industry share exhibits and stories of real-life situations where not all is as it appears. We'll teach you ways of identifying records and other documentation that are not authentic even though they appear to be.</i></p> <p>Blue Truck Augusta Green Truck E.P. Ensley Red Truck Horace Tabor/Molly Brown</p>
2:00 pm – 2:15 pm	<p><b>Transition to General Session (15 minutes)</b></p>
2:15 pm – 2:45 pm	<p><b>General Session (30 minutes)</b> <span style="float: right;"><b>Confluence Ballroom A/B</b></span></p> <p>Wrap-up/Re-Cap from Breakouts – Debbie Meise</p> <p>Breakout Session 1 Lead – Michelle Fassbender, JJ Keller &amp; Assoc.</p> <p>Breakout Session 2 Lead – John Szilagyi, IFTA, Inc.</p> <p>Breakout Session 3 Lead – Billy Johnson (VA)</p>

2:45 pm – 3:15 pm	<b>Networking Beverage Break (30 minutes)</b>	<b>Mezzanine Level</b>
3:15 pm – 4:30 pm	<p><b>Panel Discussion / Open Forum (Learning from the past and applying it to the future)</b></p> <p>Carmen Martorana &amp; Rick LaRose – Moderators</p> <p>Panel Members: To Be Announced</p>	
5:15 pm –?	<b>Colorado Rockies Baseball Game (First Pitch 6:40 pm)</b>	
<b>Wednesday, June 5, 2024</b>		
7:00 am – 4:00 pm	<b>On-Site Check-In and Assistance Center</b>	<b>Mezzanine Level</b>
6:30 am – 8:00 am	<b>Breakfast (Provided) (90 minutes)</b>	<b>Platte River</b>
8:00 am – 8:45 am	<p><b>General Session (45 minutes)</b></p> <p>Welcome Back</p> <p>Housekeeping/Overview of the Day’s Schedule</p> <p>Details of how the Breakouts will work (Order, Rooms, APP, etc.)</p> <p>Brief Q &amp; A from Tuesday’s Sessions</p> <p>Transition to Breakout Rooms</p>	<b>Confluence Ballroom A/B</b>
8:45 am – 9:45 am	<p><b>The Audit Process- Selection / Internal Controls (1 hour)</b></p> <p><i>From audit selection and meeting stratification requirements to deciding on whether an audit or records review is appropriate, determining what certain red flags mean and using information from sources such as the Clearinghouse and Law Enforcement, let our presenters guide you in understanding the types of pre-audit work that will be effective, compliant, and result in a fair assessment of the licensee’s records. Learn about effective communications in the Opening Conference, a meaningful examination of internal controls, and much more in this interactive session.</i></p> <p>Green Truck Augusta Red Truck E.P. Ensley Blue Truck Horace Tabor/Molly Brown</p>	
9:45 am – 10:15 am	<b>Networking Beverage Break (30 minutes)</b>	<b>Mezzanine Level</b>
10:45 am – 11:15 am	<p><b>The Audit Process Tools You Can Use (1 hour)</b></p> <p><i>It’s Tool Time. Learn about the various tools you can use as an auditor and how the interdependencies with other stakeholders such as licensing and credentialing personnel, law enforcement, and yes, the licensee, can provide you with various tools to assist in conducting the audit. See how IFTA and IRP can be dependent upon each other to result in reporting compliance by licensees and registrants across North America.</i></p> <p>Green Truck Augusta Red Truck E.P. Ensley Blue Truck Horace Tabor/Molly Brown</p>	

11:15 am – 11:45 am 11:45 am – 1:00 pm	<b>Charles M. Mills Award of Excellence</b> <b>Lunch (Provided) (75 minutes)</b>	<b>Confluence Ballroom A/B</b>
1:00 pm – 2:00 pm	<b>The Audit Process Reviewing Records (1 hour)</b> <i>The heart of the audit process. What records exist? What records do you need? Are those records sufficient and appropriate and are they authentic? How to ask the right questions to get the records and data needed to determine reporting compliance by the licensee or registrant. We'll also explore and how to address the various challenges confronting a very large segment of the trucking industry, the service provider.</i> Green Truck Augusta Red Truck E.P. Ensley Blue Truck Horace Tabor/Molly Brown	
2:00 pm – 2:15 pm	<b>Transition to General Session (15 minutes)</b>	
2:15 pm – 2:45 pm	<b>General Session (30 minutes)</b> Wrap-up/Re-Cap from Breakouts – Debbie Meise – Moderator Breakout Session 1 Lead – Kurt Straube (NH) Breakout Session 2 Lead – Tatrika Graphenreed (MI) Breakout Session 3 Lead – Kelly Heaton (AR)	<b>Confluence Ballroom A/B</b>
2:45 pm – 3:15 pm	<b>Networking Beverage Break (30 minutes)</b>	<b>Mezzanine Level</b>
3:15 pm – 5:00 pm	<b>Panel Discussion / Open Forum (Learning from the past and applying it to the future)</b> Carmen Martorana & Rick LaRose – Moderators Panel Members: To Be Announced	
7:30 pm – 10:30 pm	<b>Cocktail Hour and Karaoke</b>	<b>Confluence Ballroom A/B</b>
<b>Thursday, June 6, 2024</b>		
7:00 am – 4:00 pm	<b>On-Site Check-In and Assistance Center</b>	<b>Mezzanine Level</b>
6:30 am – 8:00 am	<b>Breakfast (Provided) (90 minutes)</b>	<b>Platte River</b>
8:00 am – 8:45 am	<b>General Session (45 minutes)</b> Welcome Back Housekeeping/Overview of the Day's Schedule Details of how the Breakouts will work (Order, Rooms, APP, etc.) Brief Q & A from Wednesday's Sessions Transition to Breakout Rooms	<b>Confluence Ballroom A/B</b>
8:45 am – 9:45 am	<b>The Audit Process Calculating and Applying Error Rates (1 hour)</b> <i>It's time for math class! When is an error projectable? What is a non-recurring error and how should they be addressed? How is an error rate calculated? What happens when Mr. Taxpayer says, "That's a one-off"? What</i>	

	<p><i>happens when additional information surfaces from reliable sources such as law enforcement that may change everything, and what might that information be? How might the projection of an outlier affect not only the licensee but your fellow member jurisdictions?</i></p> <p>Red Truck Augusta Blue Truck E.P. Ensley Green Truck Horace Tabor/Molly Brown</p>
<b>9:45 am – 10:15 am</b>	<b>Networking Beverage Break (30 minutes)</b> <span style="float: right;"><b>Mezzanine Level</b></span>
10:15 am – 11:15 am	<p><b>The Audit Process Effective and Clear Report Writing (1 hour)</b></p> <p><i>You've done the work and now you must explain in writing what you did to multiple parties. How do you do that? What must be included in your audit report? Who might see your report? Does your report accurately explain the workpapers you created? Our presenters walk us through how to construct a clear and effective audit report that will stand up to multiple tests.</i></p> <p>Red Truck Augusta Blue Truck E.P. Ensley Green Truck Horace Tabor/Molly Brown</p>
<b>11:15 am – 1:00 pm</b>	<b>Lunch On Your Own (1 hour 45 minutes)</b>
1:00 pm – 2:15 pm	<p><b>Beyond the Audit (75 minutes)</b></p> <p><i>The work is complete. You've written your report. Your job is done. Or is it? We'll examine what happens beyond the audit. Who are the other stakeholders that are involved in your audit? What happens when the licensee blames others for the failure to comply? Learn about appeals, settlements, requests for additional testing, and more! We will also dive into how your audit may risk dispute resolution and be subject to critique in a program compliance review. We'll find out just how important a thorough, compliant and well documented audit is to multiple parties and the risks associated with audits that do not meet the various documentation standards.</i></p> <p>Red Truck Augusta Blue Truck E.P. Ensley Green Truck Horace Tabor/Molly Brown</p>
<b>2:15 pm – 2:30 pm</b>	<b>Transition to General Session (15 minutes)</b>
2:30 pm – 3:00 pm	<p><b>General Session (30 minutes)</b> <span style="float: right;"><b>Confluence Ballroom A/B</b></span></p> <p>Wrap-up/Re-Cap from Breakouts – Debbie Meise – Moderator</p> <p>Breakout Session 1 Lead – Scott Kohnen (IN) Breakout Session 2 Lead – Jon Lepak (CA) Breakout Session 3 Lead – Sarah Kamhi (IN) &amp; Valerie Balukas (MT)</p>
<b>3:00 pm – 3:30 pm</b>	<b>Networking Beverage Break (30 minutes)</b> <span style="float: right;"><b>Mezzanine Level</b></span>

3:30 pm – 5:00 pm	<p><b>Panel Discussion / Open Forum (Learning from the past and applying it to the future)</b></p> <p>Carmen Martorana &amp; Rick LaRose – Moderators</p> <p>Panel Members:</p> <p>To Be Announced</p>
7:30 pm – 10:30 pm	<p><i>Cocktail Hour and Comedian – Chuck Roy</i>      <i>Confluence Ballroom A/B</i></p>
<p><b>Friday, June 7, 2024</b></p>	
7:00 am – 12:00 pm	<p><i>On-Site Check-In and Assistance Center</i>      <i>Mezzanine Level</i></p>
6:30 am – 8:00 am	<p><i>Breakfast (Provided) (90 minutes)</i>      <i>Platte River</i></p>
8:00 am – 10:15 am	<p><b>General Session</b>      <i>Confluence Ballroom A/B</i></p> <p><i>What a way to end a busy, informative, and inspirational week! Be sure that your travel plans permit you to stay with us through midday on Friday for another series of relevant presentations designed to inform and enlighten. After some housekeeping, we will hear from keynote speakers who will educate and motivate us on several issues of interest affecting the motor carrier industry and member jurisdictions. We will have updates from the IFTA, Inc. Board of Trustees, our Executive Director, and the IFTA, Inc. Team. From there, we have something very special to interest each of you. We have secured rooms and planned for a variety of separate stakeholder-based sessions for you to further discuss and interact with each other. Law Enforcement, Industry, Audit, and Administrators and Managers will have to opportunity to directly address each other in an interactive forum designed to address areas of specific interest to that stakeholder group. A great conclusion to the most innovative and interactive event IFTA, Inc. has ever conducted!</i></p> <p><b>Keynote Speaker(s) - TBD</b></p> <p><i>Join us for some important and enlightening presentations from our Keynote Speakers. Informative and motivational, these speakers will set the stage for the perfect ending to a very interactive and educational week.</i></p> <p>Updates:  David Bauer – ATA  Carmen Martorana – IFTA, Inc.  Rodney Richard – IFTA, Inc. Board President  Rick LaRose – LMS</p> <p><b>Stakeholder Meetings</b></p> <p><i>If your schedule permits, be sure to attend a session of your choice as our major stakeholder groups will convene for what will enhance what we discussed during the week in a mini “Town Hall” experience. Interact in a smaller venue with fellow law enforcement, industry, administrative, and audit representatives in discussions unique to that stakeholder group.</i></p>

<b>10:15 am – 10:45 am</b>	<b>Networking Beverage Break (30 minutes)</b> <span style="float: right;"><b>Mezzanine Level</b></span>
10:45 am – 12:00 pm	<p><b>Stakeholders Meeting Rooms:</b></p> <p><b>Lawrence A/B</b> Law Enforcement – Moderators: Billy Johnson (VA), Mark Drennen (KS)</p> <p><b>Molly Brown</b> Industry – Moderators: Jackie Polk, Lee Trans, Michelle Fassbender, JJ Keller</p> <p><b>E.P. Ensley</b> Audit – Moderators: Michael Romeo (CT), Mason Simpson (TN)</p> <p><b>Horace Tabor</b> Admin/Managers – Moderators: Darrin Gerry (SD), Kasia Panczyszyn (ON)</p> <p><b>IFTA Educational Forum ends 12:00 PM</b> <i>The formalities end at 12:00 pm on Friday as we wish safe travels to all attendees and express sincere thanks to all presenters, panelists, and all who helped make this Educational Forum a huge success!</i></p>



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