

**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	<i>Lawrence A</i>
5:00 pm – 7:00 pm	Presenter’s Meeting (Workshop Planning Meeting)	<b><i>Confluence Ballroom</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</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>  Presenters: Jackie Polk (Lee Trans), Paul Nilsen (WI), Kasia Panczyszyn (ON)  Augusta E.P. Ensley 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>  Presenters: Margie Hughes (Comdata), Darrin Gerry (SD), Kimberly Hoffmann (MT)  Augusta E.P. Ensley 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>Presenters:  Mark Drennan (KS) &amp; Ryan Clark (KS), Bob Address (MT) &amp; Mike Lyles (MT) and Billy Johnson (VA) &amp; Coire O'Neal (VA)</p> <p>Augusta  E.P. Ensley  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/Omer Guzman – Moderators (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</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:  Billy Johnson (VA)  Joe Dian (IN)  Rodney Richard (AR)  Michelle Fassbender, JJ Keller &amp; Assoc.  Eliza Amezcua (CA)</p>	
<b>6:00 pm – 8:00 pm</b>	<b>Opening Reception (Poolside)</b>	<b>Hosted by IFTA, Inc. and i3 Verticals</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	<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 Monday’s Sessions Transition to Breakout Rooms	<b>Confluence Ballroom</b>
8:45 am – 9:45 am	<b>Records, Records, Records (1 hour)</b>  <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>  Presenters: Michelle Fassbender (JJ Keller), Joe Dian (IN), Caleb Ross (ID)  Augusta E.P. Ensley Horace Tabor/Molly Brown	
<b>9:45 am – 10:15 am</b>	<b>Networking Beverage Break (30 minutes)</b>	<b>Mezzanine Level</b>
10:15 am – 11:15 am	<b>IFTA Clearinghouse/Funds Netting Process/IFTA, Inc. Website (1 hour)</b>  <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>  Presenters: Jason DeGraf (IFTA, Inc.), Alicia Ruiz (CA), Latasha Williams (KY)  Augusta E.P. Ensley Horace Tabor/Molly Brown	
<b>11:15 am – 1:00 pm</b>	<b>Lunch On Your Own (1 hour 45 minutes)</b>	
1:00 pm – 2:00 pm	<b>What is Real/What is Fake (1 hour)</b>  <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>Presenters:  Mark Drennan (KS) &amp; Ryan Clark (KS), Bob Address (MT) &amp; Mike Lyles (MT) and Billy Johnson (VA) &amp; Coire O'Neal (VA)</p> <p>Augusta  E.P. Ensley  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> <span style="float: right;"><b>Confluence Ballroom</b></span></p> <p>Wrap-up/Re-Cap from Breakouts – Debbie Meise/Christie Chewning – Moderators (30 Minutes)</p> <p>Breakout Session 1 Lead – Michelle Fassbender, JJ Keller &amp; Assoc.  Breakout Session 2 Lead – John Szilagyi, IFTA, Inc.  Breakout Session 3 Lead – Billy Johnson (VA)</p>
<b>2:45 pm – 3:15 pm</b>	<b>Networking Beverage Break (30 minutes)</b> <span style="float: right;"><b>Mezzanine Level</b></span>
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:  Mark Drennan (KS)  Kris Weaver, i3 Verticals  Julian Daniels (TX)  Alicia Ruiz (CA)  Jason DeGraf, IFTA, Inc.</p>
<b>5:15 pm –?</b>	<b>Colorado Rockies Baseball Game (First Pitch 6:40 pm)</b>
<b>Wednesday, June 5, 2024</b>	
<b>7:00 am – 4:00 pm</b>	<b>On-Site Check-In and Assistance Center</b> <span style="float: right;"><b>Mezzanine Level</b></span>
<b>6:30 am – 8:00 am</b>	<b>Breakfast (Provided) (90 minutes)</b> <span style="float: right;"><b>Platte River</b></span>
8:00 am – 8:45 am	<p><b>General Session (45 minutes)</b> <span style="float: right;"><b>Confluence Ballroom</b></span></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 Tuesday’s Sessions  Transition to Breakout Rooms</p>
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>Presenters: Matthew Kirkpatrick (AR), Mason Simpson (TN), Caleb Ross (ID)</p> <p>Augusta E.P. Ensley 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>
10:45 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>Presenters: Tatrika Graphenreed (MI), Jayme Gildea (ND), Brian Lehane (NECS)</p> <p>Augusta E.P. Ensley Horace Tabor/Molly Brown</p>
<b>11:15 am – 11:45 am</b>	<b>Charles M. Mills Award of Excellence</b> <span style="float: right;"><b>Confluence Ballroom</b></span>
<b>11:45 am – 1:00 pm</b>	<b>Lunch (Provided) (75 minutes)</b>
1:00 pm – 2:00 pm	<p><b>The Audit Process Reviewing Records (1 hour)</b></p> <p><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></p> <p>Presenters: Kelly Heaton (AR), Karen Shaw (Penske), Tanyika Lindsay-Watkins (TX)</p> <p>Augusta E.P. Ensley 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> <span style="float: right;"><b>Confluence Ballroom</b></span></p> <p>Wrap-up/Re-Cap from Breakouts – Debbie Meise/Amy Ramsdell – Moderators (30 Minutes)</p> <p>Breakout Session 1 Lead – Mason Simpson (TN) Breakout Session 2 Lead – Tatrika Graphenreed (MI) Breakout Session 3 Lead – Kelly Heaton (AR)</p>
<b>2:45 pm – 3:15 pm</b>	<b>Networking Beverage Break (30 minutes)</b> <span style="float: right;"><b>Mezzanine Level</b></span>

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:  Ryan Clark (KS)  Kelly Heaton (AR)  Darrin Gerry (SD)  Chuck Ledig, Penske  Gary Markham, ProMiles</p>
7:30 pm – 10:30 pm	<p><b>Cocktail Hour and Karaoke by Hovey Entertainment</b> <span style="float: right;"><b>Sponsored by FAST Confluence Ballroom</b></span></p>
<b>Thursday, June 6, 2024</b>	
7:00 am – 4:00 pm	<p><b>On-Site Check-In and Assistance Center</b> <span style="float: right;"><b>Mezzanine Level</b></span></p>
6:30 am – 8:00 am	<p><b>Breakfast (Provided) (90 minutes)</b> <span style="float: right;"><b>Platte River</b></span></p>
8:00 am – 8:45 am	<p><b>General Session (45 minutes)</b> <span style="float: right;"><b>Confluence Ballroom</b></span></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 Wednesday’s Sessions  Transition to Breakout Rooms</p>
8:45 am – 9:45 am	<p><b>The Audit Process Calculating and Applying Error Rates (1 hour)</b></p> <p><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 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>Presenters:  Scott Kohnen (IN), Emily Ulmen (ND), Della Golden (OH)</p> <p>Augusta  E.P. Ensley  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>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>Presenters:  Jon Lepak (CA), Mike Romeo (CT), Amanda Cirillo (RI)</p>

	<p>Augusta E.P. Ensley 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>Presenters: James Ackroyd (AB), Tom McDaniel (KY), Sarah Kamhi (IN)</p> <p>Augusta E.P. Ensley 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</b></span></p> <p>Wrap-up/Re-Cap from Breakouts – Debbie Meise/Julian Daniels – Moderators (30 Minutes)</p> <p>Breakout Session 1 Lead – Scott Kohnen (IN) Breakout Session 2 Lead – Jon Lepak (CA) Breakout Session 3 Lead – Sarah Kamhi (IN)</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: Scott Kohnen (IN) Stephen Wisyanski (PA) Julie Doney, FAST Sarah Kamhi (IN) Margie Hughes, Comdata</p>
<b>7:30 pm – 10:30 pm</b>	<p><b>Cocktail Hour and Comedian – Chuck Roy</b> <span style="float: right;"><b>Sponsored by i3Verticals</b></span></p> <p style="text-align: right;"><b>Confluence Ballroom</b></p>

Friday, June 7, 2024		
7:00 am – 12:00 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 – 10:15 am	<p><b>General Session</b></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 the Executive Director of IFTA, Inc. with an update on all of the goings on in our organization and membership. Then we will have updates on the Learning Management System and the always informative and enlightening contribution from the American Trucking Associations. From there we will have the perfect setting to conclude this week long Educational Forum. Join us for an interactive moderated session with the IFTA, Inc. Board of Trustees. Hear about their vision for IFTA and what their thoughts are as we move forward into an exciting future! 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>IFTA, Inc. Update (8:00 am - 8:30 am)</b> Carmen Martorana – IFTA, Inc. <i>Join us for an important update from the Executive Director of IFTA, Inc. Hear about all of the ongoing initiatives at IFTA, Inc. that affect jurisdictions and our industry stakeholders.</i></p> <p><b>LMS Update (8:30 am - 8:45 am)</b> Rick LaRose –IFTA, Inc. <i>Join us for an update on the Learning Management System. Learn about the exciting available and upcoming online training videos affecting all stakeholders.</i></p> <p><b>ATA Update (8:45 am – 9:00 am)</b> David Bauer – ATA <i>Join us for this informative update from the American Trucking Association. Hear about the various initiatives ATA has undertaken and accomplished over the past year.</i></p> <p><b>IFTA, Inc. Board of Trustees Panel Discussion (9:00 am-10:15 am)</b> <i>Join us for this unique, interactive, and informative discussion with the elected leadership of the International Fuel Tax Association, Inc. Our moderators will guide us through a discussion with members of the Board on their vision for IFTA’s future. Included will be a discussion on the changes in the fuels used to propel qualified motor vehicles, changes in the methods of taxation, how to address the severe shortfall in the Highway Trust Fund, and even a potential expansion of the vehicles</i></p>	<b>Confluence Ballroom</b>



	<p><i>subject to reporting through IFTA. We will conduct a deep dive with the Board on how they envision the Bylaws of the Association and the Governing Documents of IFTA may have to change to address the world that is evolving at an ever-accelerating pace. Don't miss this opportunity to hear from IFTA's leadership as we cap a very educational week and bring a close to the formal portion of the Agenda!</i></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>
<p><b>10:15 am – 10:45 am</b></p>	<p><b>Networking Beverage Break (30 minutes)</b> <span style="float: right;"><i>Mezzanine Level</i></span></p>
<p>10:45 am – 12:00 pm</p>	<p><b>Stakeholders Meeting Rooms:</b></p> <p><b>Lawrence A/B</b> Law Enforcement – Moderators: Christie Chewning (NC), Billy Johnson (VA), Mark Drennen (KS)</p> <p><b>Molly Brown</b> Industry – Moderators: Amy Ramsdell (OR), 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>

Thank you to our Sponsors and Supporters!

