



Preliminary Agenda



IFTA/IRP Audit Workshop

Crowne Plaza San Marcos

Chandler, AZ

Monday, February 12	
1:00 p.m. – 5:00 p.m.	<p><i>Ballroom Foyer</i></p> <p>Onsite Workshop Check-in and Assistance</p>
5:00 p.m. – 7:00 p.m.	<p><i>San Tan Ballroom</i></p> <p>Planning and Preparation Meeting</p> <ul style="list-style-type: none"> • Final review of materials and technology requirements • Dry-Run of presentations
Tuesday, February 13	
7:00 a.m. – 5:00 p.m.	<p><i>Ballroom Foyer</i></p> <p>Workshop Check-in and Assistance</p>
7:00 a.m. – 8:30 a.m.	<p><i>Pergola & Ballroom Foyer</i></p> <p>Continental Breakfast (Provided)</p> 
7:45 a.m. – 8:15 a.m.	<p><i>San Tan Ballroom</i></p> <ul style="list-style-type: none"> • IFTA/IRP History (Optional) <i>Lonette Turner (IFTA, Inc.) and Ken Carey (IRP, Inc.)</i> <p><i>Newcomers to both IFTA and/or IRP are invited to join this session that will get new attendees up to speed in no time!</i></p>
8:30 a.m. – 9:30 a.m.	<p><i>San Marcos Ballroom</i></p> <p>Official Opening</p> <ul style="list-style-type: none"> • Arizona Welcoming Remarks • Introductions and Housekeeping <i>Chester Cook (GA), IRP Audit Committee Chair</i> <i>Helen Varcoe (MT), IFTA Audit Committee Chair</i> • Ice Breaker <i>Bob Gattinella (RI), Diana Kay (FL), Theresa Weeks (FL), and Kristie Zanis (NH)</i>
9:30 a.m. – 10:00 a.m.	<p><i>Pergola & Ballroom Foyer</i></p> <p>Networking Break (Provided)</p> 


Tuesday, February 13

10:00 a.m. – 12:00 p.m.	<p>General Session Returns</p> <ul style="list-style-type: none"> • Keynote Speaker <i>Paul Nilsen, Chair ASSC and France Vandenberg, Vice Chair ASSC</i> <p><i>Expecting an audit to go to a hearing? Special guests from the Attorneys' Section Steering Committee will provide an overview with topics such as what is evidence, how the law and facts interact and more!</i></p> <ul style="list-style-type: none"> • NATSA Best Practices <i>Kim Brunner (NATSA Board Member) and Dave Gray (NATSA President)</i> <p><i>Our industry partners need our help to provide us what we need to get the job done.</i></p> <ul style="list-style-type: none"> • IFTA Best Practices Guide – Records Adequacy <i>Mr. Gattinella and Ms. Varcoe</i> <p><i>Tune in for this report that will offer changes to this resource.</i></p> <ul style="list-style-type: none"> • Inadequate Records for IFTA <i>David Nicholson (OK)</i> <p><i>Is there an easy way to make this determination? Tune in to this report to find out!</i></p>
12:00 p.m. – 1:30 p.m.	<p>Pavilion</p> <p>Lunch (Provided)</p> 
1:30 p.m. – 3:00 p.m.	<p><i>San Marcos Ballroom A, San Marcos Ballroom B, and San Tan Ballroom</i></p> <p>Concurrent Breakout Sessions Begin</p> <p><i>Work throughout these sessions with the same small group discussing various scenarios encountered by auditors. We don't all do things the same way, and in some cases there are options, so come prepared to engage while you learn!</i></p> <ul style="list-style-type: none"> • Auditing in the Electronic Records World <i>Wayne Brown (ME), Clint Howells (ID), and Billie Pierson (ID)</i> • Auditing in the Manual Records World <i>Mr. Gattinella, Ms. Kay, and Ms. Zanis</i> • Issues Encountered While Auditing IFTA and IRP <i>Lynden Landholm (KS), Marsha Douglas-Roy(QC), and Tom Sullivan (IN)</i>
3:00 p.m. – 3:15 p.m.	<p>Pergola & Ballroom Foyer</p> <p>Networking Break (Provided)</p> 



Tuesday, February 13

3:15 p.m. – 5:00 p.m.	<p><i>Outside Parking Lot – 3 Stations</i></p> <p><i>Attendees will see demonstrations of virtual technology, platform scales, motor fuel tax evasion/enforcement activities, and learn about compliance and enforcement from a USDOT/FMCSA perspective. Presenters will describe and demonstrate how these tools are used and answer attendee questions.</i></p> <ul style="list-style-type: none"> • Roadside Tools and Enforcement Demo <i>Arizona DOT Enforcement and Compliance Division and USDOT/FMCSA</i> <p><i>San Tan Ballroom</i></p> <ul style="list-style-type: none"> • Motor Fuel Tax Evasion <i>Arizona DOT Enforcement and Compliance Division</i>
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Wednesday, February 14

7:00 a.m. – 5:00 p.m.	<p><i>Ballroom Foyer</i></p> <p><i>Workshop Assistance Center</i></p>
7:00 a.m. – 8:30 a.m.	<p><i>Pergola & Ballroom Foyer</i></p> <p><i>Continental Breakfast (Provided)</i></p>
7:45 a.m. – 8:15 a.m.	<p><i>La Ventana</i></p> <p>IFTA 101 Webinar Q&A Follow Up (Optional) <i>Kelly Heaton (AR) and Renee Kyser (AL)</i></p>
8:30 a.m. – 10:00 a.m.	<p><i>San Marcos Ballroom A, San Marcos Ballroom B, and San Tan Ballroom</i></p> <p>Concurrent Breakout Sessions Resume</p> <ul style="list-style-type: none"> • Auditing in the Electronic Records World • Auditing in the Manual Records World • Issues Encountered While Auditing IFTA and IRP
10:00 a.m. – 10:30 a.m.	<p><i>Pergola & Ballroom Foyer</i></p> <p><i>Networking Break (Provided)</i></p> <div style="text-align: right;">  </div>
10:30 a.m. – 12:00 p.m.	<p><i>San Marcos Ballroom A, San Marcos Ballroom B, and San Tan Ballroom</i></p> <p>Concurrent Breakout Sessions Resume</p> <ul style="list-style-type: none"> • Auditing in the Electronic Records World • Auditing in the Manual Records World • Issues Encountered While Auditing IFTA and IRP



Wednesday, February 14

12:00 p.m. – 1:30 p.m.	<p>Pavilion</p> <p>Lunch (Provided)</p>	
1:30 p.m. – 3:00 p.m.	<p><i>San Tan Ballroom, La Ventana, Palomino, Theater, and Palo Verde</i></p> <p><i>This is a great time to discuss issues that may or may not be isolated to your region, while getting to know your region members and making a host of new contacts.</i></p> <ul style="list-style-type: none"> • Regional Breakout Sessions <ul style="list-style-type: none"> <i>Region I – IFTA and IRP Audit Committee Representatives</i> <i>Region II – IFTA and IRP Audit Committee Representatives</i> <i>Region III - IFTA and IRP Audit Committee Representatives</i> <i>Region IV - IFTA and IRP Audit Committee Representatives</i> <i>Region V – IFTA Audit Committee Representative (Canadian Region)</i> 	
3:00 p.m. – 3:30 p.m.	<p>Pergola & Ballroom Foyer</p> <p>Networking Break (Provided)</p>	
3:30 p.m. – 5:00 p.m.	<p><i>San Marcos Ballroom</i></p> <p>General Session Resumes</p> <ul style="list-style-type: none"> • Electronic Verification of Operating Credentials (EVOC) <i>Jeff Hood (IN)</i> <p><i>This task force has been hard at work and will present what is known at this time and what the expectations may be.</i></p> <ul style="list-style-type: none"> • What's New in IFTA <i>Ms. Turner</i> • What's New in IRP <i>Tim Adams, IRP, Inc. CEO</i> • IFTA Records Review Program <i>Beth Duda (AZ)</i> 	

Thursday, February 15

7:00 a.m. – 5:00 p.m.	<p><i>Ballroom Foyer</i></p> <p>Workshop Assistance Center</p>	
7:00 a.m. – 8:30 a.m.	<p>Pergola & Ballroom Foyer</p> <p>Continental Breakfast (Provided)</p>	

Thursday, February 15

8:00 a.m. – 10:00 a.m.	<p><i>San Marcos Ballroom</i></p> <p>General Session Resumes</p> <ul style="list-style-type: none"> • ELD Presentation <i>Soona Lee (EROAD)</i> <p><i>Review the capabilities of an Electronic Logging Device (ELD) for use during an audit with, or without, enhancements.</i></p> <ul style="list-style-type: none"> • Carrier Presentation – In the Driver’s Seat <i>Duncan and Son Lines Representative</i> <p><i>See the process from dispatch to reporting from a carrier’s perspective</i></p>
10:00 a.m. – 10:30 a.m.	<p><i>Pergola & Ballroom Foyer</i></p> <p>Networking Break (Provided)</p> 
10:30 a.m. – 12:00 p.m.	<ul style="list-style-type: none"> • Town Hall Meeting <i>Mr. Cook, Ms. Duda, Ms. Kyser, and Ms. Varcoe</i> <p><i>Always a great time for open discussion – bring or text your questions, concerns, and observations and hear what the community thinks.</i></p>
12:00 p.m. – 1:30 p.m.	<p><i>Pavilion</i></p> <p>Lunch (Provided)</p> 
1:30 p.m. – 2:30 p.m.	<ul style="list-style-type: none"> • Town Hall Meeting Resumes <i>Mr. Cook, Ms. Duda, Ms. Kyser, and Ms. Varcoe</i> • Workshop Wrap-Up <i>Mr. Cook, Ms. Duda, Ms. Kyser, and Ms. Varcoe</i> • Jurisdiction Only Meeting <p><i>If you have issues that you need to present to membership in a more private forum join us for this session where only members from the jurisdictions will be in attendance to lend their ear, their advice, and their support.</i></p>
2:30 p.m. – 4:00 p.m.	<p><i>La Ventana</i></p> <p>IFTA and IRP Joint Audit Committee Meeting</p>
4:00 p.m. – 5:30 p.m.	<p><i>San Tan Ballroom</i></p> <p>Industry Advisory Committee Meeting</p>

Friday, February 16

8:00 a.m. – 12:00 p.m.	<p><i>Palo Verde</i></p> <p>IFTA Audit Committee Meeting</p>
8:00 a.m. – 12:00 p.m.	<p><i>La Ventana</i></p> <p>IRP Audit Committee Meeting</p>

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