

Preliminary Agenda
IFTA/IRP Audit Workshop
Tuscany Suites Hotel & Casino
Las Vegas, Nevada

Monday, February 4th	
1:00 p.m. – 5:00 p.m.	<p><i>Florentine Foyer</i></p> <p>Onsite Workshop Check-in and Assistance</p>
3:00 p.m. – 5:00 p.m.	<p><i>Siena</i></p> <p>Industry Advisory Meeting <i>Dennis Vanderslice (ARI Fleet), IFTA Industry Advisory Committee (IAC) Chair</i></p>
5:00 p.m. – 7:00 p.m.	<p><i>Florentine E</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 5th	
7:00 a.m. – 5:00 p.m.	<p><i>Florentine Foyer</i></p> <p>Onsite Workshop Check-in and Assistance</p>
7:00 a.m. – 8:30 a.m.	<p><i>Florentine C</i></p> <p><i>Continental Breakfast (Provided)</i></p>
7:45 a.m. – 8:15 a.m.	<p><i>Florentine EF</i></p> <p>IFTA/IRP History (Optional) <i>Monica Halstead, IFTA, Inc. Business Supervisor</i> <i>Ken Carey, IRP, Inc. Director, IRP Plan Compliance and Education</i></p> <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>Florentine A</i></p> <p>Official Opening</p> <ul style="list-style-type: none"> • Welcome and Introductions <i>Dawn Lietz (NV), Motor Vehicles Motor Carrier Administrator</i> <i>Paul J. Enos, Nevada Trucking Association, CEO</i> <i>Beth Duda-Rel (AZ), IFTA Audit Committee Chair</i> <i>Renee Kysner (AL), IRP Audit Committee Chair</i> • Ice Breaker <i>Laurie Mason (NS), Kristie Zanis (NH), and Betsy McCabe (NV)</i>

Tuesday, February 5th

9:30 a.m. – 10:00 a.m.	<p><i>Florentine C</i> <i>Networking Break (Provided)</i></p>
10:00 a.m. – 12:00 p.m.	<p><i>Florentine A</i></p> <ul style="list-style-type: none"> • IFTA PCRC Requirements for Audits / Top Findings <i>Tim Ford (CA), PCRC Chair and Debora Meise, IFTA, Inc. Senior Director</i> • IFTA Clearinghouse <i>Clearinghouse Advisory Committee Members</i> • IRP Peer Review Requirements for Audits / Top Findings <i>Bruce Bierbaum (VT) and Mr. Carey</i> • IRP Clearinghouse <i>ITDS Representatives</i>
12:00 p.m. – 1:30 p.m.	<p><i>Florentine C</i> <i>Lunch (Provided)</i></p>
1:30 p.m. – 3:00 p.m.	<p><i>Florentine E, Florentine F, Florentine G</i> Breakout Sessions</p> <ul style="list-style-type: none"> • Aud101 – Questions from the Webinar Series Session tailored for auditors with less than two years' experience <i>Joel Foreman (NE) and Wayne Brown (NE)</i> • Aud301 – Projection and Sampling Session tailored for auditors with two or more years' experience <i>Ms. McCabe, Jesse Taylor (MD), and Heidi Crawford (NE)</i> • Manager – Auditor Safety, Inadequate Records, Audit Selection, and Carrier Education - Session tailored for Managers and Supervisors <i>Kelly Heaton (AR), Diana Kay (FL), and Chester Cook (GA)</i>
3:00 p.m. – 3:30 p.m.	<p><i>Florentine C</i> <i>Networking Break (Provided)</i></p>
3:30 p.m. – 5:00 p.m.	<p><i>Florentine E, Florentine F, Florentine G</i> Concurrent Breakout Sessions Begin</p> <ul style="list-style-type: none"> • Adequate or Inadequate – That's the Question <i>Marsha Douglas-Roy (QC), Rayna Ware (TN), and Ms. Kay</i> • Electronic Records – How Much is Enough <i>Rick DeMuyneck (IA) and Billie Pierson (ID)</i> • Audit Potpourri <i>Ms. Zani and Stacey Hammock (WY)</i>

Wednesday, February 6th

7:00 a.m. – 5:00 p.m.	<p><i>Florentine Foyer</i></p> <p>Onsite Workshop Check-in and Assistance</p>
7:00 a.m. – 8:30 a.m.	<p><i>Florentine C</i></p> <p>Continental Breakfast (Provided)</p>
7:45 a.m. – 8:15 a.m.	<p><i>Florentine B</i></p> <p>Audit Forum - Open Q&A for New Auditors (Optional) <i>Ms. Crawford, Ms. Kyser, Ms. Duda-Rel, and Mr. Heaton</i></p>
8:30 a.m. – 10:00 a.m.	<p><i>Florentine E, Florentine F, Florentine G</i></p> <p>Concurrent Breakout Sessions Resume</p> <ul style="list-style-type: none"> • Adequate or Inadequate – That’s the Question <i>Ms. Douglas-Roy, Ms. Ware, and Ms. Kay</i> • Electronic Records – How Much is Enough <i>Mr. DeMuyneck and Ms. Pierson</i> • Audit Potpourri <i>Ms. Zani and Ms. Hammock</i>
10:00 a.m. – 10:30 a.m.	<p><i>Florentine C</i></p> <p>Networking Break (Provided)</p>
10:30 a.m. – 12:00 p.m.	<p><i>Florentine E, Florentine F, Florentine G</i></p> <p>Concurrent Breakout Sessions Conclude</p> <ul style="list-style-type: none"> • Adequate or Inadequate – That’s the Question <i>Ms. Douglas-Roy, Ms. Ware, and Ms. Kay</i> • Electronic Records – How Much is Enough <i>Mr. DeMuyneck and Ms. Pierson</i> • Audit Potpourri <i>Ms. Zani and Ms. Hammock</i>
12:00 p.m. – 1:30 p.m.	<p><i>Florentine C</i></p> <p>Lunch (Provided)</p>

Wednesday, February 6th

1:30 p.m. – 3:00 p.m.	<p><i>Florentine A</i></p> <p>General Session Returns</p> <ul style="list-style-type: none"> • What's New in IFTA <i>Ms. Halstead</i> • What's New in IRP <i>Tim Adams, IRP, Inc. CEO</i> • Industry Perspective <i>Panel Discussion TBA</i> • Inadequate Records Discussion <i>Ms. Kyser and David Nicholson (OK)</i>
3:00 p.m. – 3:30 p.m.	<p><i>Florentine C</i></p> <p>Networking Break (Provided)</p>
3:30 p.m. – 5:00 p.m.	<p><i>Florentine A</i></p> <p>General Session Resumes</p> <ul style="list-style-type: none"> • Carrier Presentation – From Dispatch to Reporting <i>TBD</i>

Thursday, February 7th

7:00 a.m. – 3:00 p.m.	<p><i>Florentine Foyer</i></p> <p>Onsite Workshop Check-in and Assistance</p>
7:00 a.m. – 8:30 a.m.	<p><i>Florentine C</i></p> <p>Continental Breakfast (Provided)</p>
8:30 a.m. – 9:30 a.m.	<p><i>Florentine A</i></p> <ul style="list-style-type: none"> • Jurisdiction Only Meeting <p><i>If you have an issue 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>
9:30 a.m. – 10:00 a.m.	<p><i>Florentine C</i></p> <p>Networking Break (Provided)</p>

Thursday, February 7th

10:00 a.m. – 12:00 p.m.	<p><i>Parking Lot</i></p> <p>Outside Demonstrations</p> <ul style="list-style-type: none"> • Red Dye Testing Process <i>Trooper Brian Drohn and the Nevada Highway Patrol</i> • NAS Level II Inspection Demo <i>Trooper Drohn and the Nevada Highway Patrol</i> <p><i>Florentine F</i></p> <ul style="list-style-type: none"> • Badge on Board <i>Nevada Highway Patrol</i> <p><i>Attendees will rotate in groups from one demonstration to the next so that all attendees can participate in both outside and the inside demonstrations and discussions.</i></p>
12:00 p.m. – 1:00 p.m.	<p><i>Florentine C</i></p> <p>Lunch (Provided)</p>
1:00 p.m. – 2:30 p.m.	<p><i>Florentine A</i></p> <ul style="list-style-type: none"> • Town Hall Meeting <i>Ms. Kyser</i> • Wrap-Up Workshop <i>IFTA and IRP Audit Committee Members</i>
2:30 p.m. – 4:00 p.m.	<p><i>Florentine E</i></p> <ul style="list-style-type: none"> • IFTA and IRP Joint Audit Committee Meeting <i>Ms. Crawford and Ms. Duda-Rel</i>

Friday, February 8th

8:00 a.m. – 12:00 p.m.	<p><i>Florentine E</i></p> <p>IFTA Audit Committee Meeting</p>
8:00 a.m. – 12:00 p.m.	<p><i>Florentine F</i></p> <p>IRP Audit Committee Meeting</p>