Commonwealth of Massachusetts

Travel Authorization Form (TAF)

1. Date of Request	2. Travel Request #	3. Department/Division	4. DEPT/ORGN:	5. Appropriation #
05/18/26	08/25/26	DOR - IFTA- Audit	Misc. Excise Tax	01-2026

6. Name of Traveler	7. Title	8. Dates of Travel
Steven Adamek	IFTA Audit Supervisor	From: 08/24/26 To: 08/27/26

9. Travel Itinerary and Justification

FTA Annual Business Meeting for the International Fuel Tax Agreement in Austin, Texas. All Member jurisdictions are recommended to attend the meeting to ensure the consistent reviews of all member jurisdictions. The ABM promotes participating jurisdictions to act cooperatively and promote mutual assistance in the administration of motor fuel taxes. My participation will satisfy the member requirements for The Commonwealth of Massachusetts.

Attached supporting documentation (conference agendas, brochures, etc.)

10. Expenses

	Personal Funds	MA State Funds	Federal Funds	Other (describe in #12)
Transportation: (check all that apply) ☐ Rail ☐Bus ☑Airfare ☐Car: ☐ State ☐Personal ☐Rental ☑Taxi ☐Other:				$692.80
Lodging: Austin, TX. OMNI Hotel				$ 628.29
Meals: IFTA, Inc.				$ 196.00
Other: (please list):				
Subtotal	$ 0.00	$ 0.00	$ 0.00	$ 1,517.09
			Grand Total:	$ 1,517.09

11. Certifications and Authorizations (See G.L. c. 30, §25B)

I hereby certify under the pains and penalties of perjury that, to the best of my knowledge, the above information is true and correct.

Signature of Traveler: Steven Adamek SA — Date: 05/18/2026

I hereby certify that sufficient funds are available for the above described travel accommodations.

Signature of Agency CFO: Timothy Rooney — Date: 05/21/2026

I hereby authorize the anticipated travel described above and related expenses listed in this form.

Signature of Traveler's Appointing Authority: Amie Acevedo — Title: Director, Miscellaneous Excise — Date: 05/18/26

I hereby authorize the anticipated travel described above and related expenses listed in this form.

Signature of the Traveler's Cabinet Secretary — Date: 5/27/2026

12. Travel Funded By Private Entity, Foreign Government Entity, or Federally Recognized Tribe:

Travel Funded By Private Funds: ■**Yes** ☐**No**

If Yes: $ $1,517.09 **Source (Contact Information):** IFTA, Inc.

TRAVEL FUNDED BY PRIVATE SOURCES MUST BE DISCLOSED TO AND AUTHORIZED BY APPOINTING AUTHORITY PURSUANT TO 930 CMR 5.08 (2)(d)(1). FOR THE APPROPRIATE FORM GO TO: https://www.mass.gov/disclosure-forms

13: Upon final approval, the Cabinet Secretary shall ensure that a copy of this form is distributed to:

☐ **A&F Budget Director & The Office of the Comptroller (please check once complete)**

Log in Español

Southwest

AUG 24 - 27
PVD → AUS

Trip & Price Details

Price — Passengers — Seats — Payment — Confirmation

Flight Modify

Mon 8/24 # 1390 / 4728
PVD 8:35 AM → **AUS** 6:15 PM
10 hr 40 min | 2 stops | Choice Preferred

1 Passenger | **Reserve your seats** when booking

Thu 8/27 # 191 / 1488
AUS 8:50 AM → **PVD** 4:45 PM
6 hr 55 min | 1 stop | Choice Preferred

1 Passenger | **Reserve your seats** when booking

Base fare 1 Passenger(s)	**$593.49**
Taxes and fees	**$100.21**
Flight total	**$693.70**

or from $68/mo* with flexpay Learn more



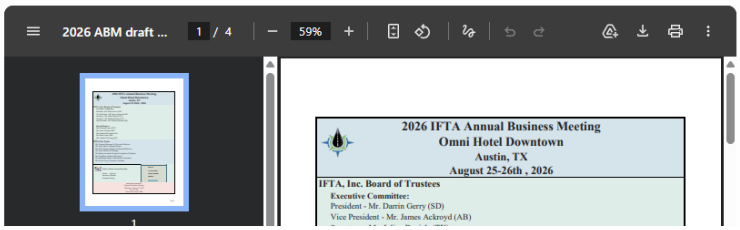
IFTA, Inc. Team and the Board of Trustees wish to extend an invitation to attend this year's business meeting at the Omni!



Austin, TX
700 San Jacinto at 8th Street Austin
Texas, 78701
(512) 476-3700
Hotel Reservation Link
Register now and save your spot for the IFTA Annual Business Meeting.

When is the IFTA Annual Business Meeting?
Dates: August 25 - 26, 2026
Location: Austin, TX

Agenda



NOTE: The deadline for booking your room is August 4, 2026, 5 PM MDT.

IFTA, Inc. funded travelers MUST contact travel@iftach.org for hotel reservations.

Hotel Fees (In USD):

Room Rate **$179.00**

Local Tax 17%

Nightly Rate Total $209.43

Hotel Cut-Off August 4, 2026, No Exceptions!
Hotel Check-In/Check-Out 3:00 pm / 12:00 pm

NON-FUNDED TRAVELERS All reservations must be guaranteed with a major credit card along with a one-night deposit that will be charged at the time of reservation.

2026 IFTA Annual Business Meeting
Omni Hotel Downtown
Austin, TX
August 25-26th , 2026

IFTA, Inc. Board of Trustees

Executive Committee:
President - Mr. Darrin Gerry (SD)
Vice President - Mr. James Ackroyd (AB)
Secretary - Mr. Julian Daniels (TX)
Treasurer - Mr. Michael Romeo (CT)
Past President - Mr. Rodney Richard (AR)

Board Members:
Ms. Deborah Lopez (WY)
Mr. Omer Guzman (MI)
Mr. Stephen Wisyanski (PA)
Mr. Mark Leahy (NB)
Ms. Christie Chewning (NC)

IFTA, Inc. Team

Mr. Carmen Martorana Jr., Executive Director
Mr. Rick LaRose, Deputy Director
Mr. Kelly Heaton, Director of Financial Services
Mr. Jason DeGraf, IT Manager
Ms. Maria Coronado, Program Compliance Facilitator
Mr. Tom King, Software Developer
Ms. BethAnne Dehler, Administrative Assistant
Ms. Nicole Alvey, Executive Assistant



Catch us here on social media:

Twitter @ifta_inc
Facebook @IFTAInc
Instagram iftaorg

IFTA, Inc.
P. O. Box 24195
Tempe, AZ 85285
Website:
www.iftach.org

SPECIAL NOTICE:

Dispute Resolution Hearing
Thursday, August 27, 2026
BC, VT, WI
Time and Location TBD

2026 IFTA Annual Business Meeting
Omni Hotel Downtown, Austin TX - August 25 and 26th, 2026

Pre-Meeting Day – August 24th			
9:00 AM	4:00 PM	**3Q2026 Board of Trustees Meeting**	
1:00 PM	5:00 PM	**Meeting Check-In and Assistance**	
3:00 PM	5:00 PM	IAC Meeting	
5:30 PM	***7:30 PM***	***Opening Reception***	
Day 1 – August 25th (Tuesday)			
Start	**End**	**Description**	**Presenter**
7:00 AM	***8:30 AM***	***Breakfast Buffet - Sponsored by***	
7:30 AM	8:15AM	Welcome **New Attendees Session** (optional) This session is open to all attendees. Please plan to attend if you are a new Commissioner, new to IFTA, or you just need a refresher!	TBD
8:30 AM	10:30AM	**Assemble** *** Welcome and Call to Order** *** National Anthems** *** Roll Call of Voting Delegates** *** Welcome to our Sponsors, Industry, & Partners**	 Mr. Gerry and Mr. Martorana TBD Mr. Martorana Mr. Gerry and Mr. Martorana
		Welcome to Austin TX **Approval of 2025 ABM Minutes *(Vote Required)***	TBD Mr. Gerry
		President's Report	Mr. Gerry
		Election Committee Report **Election of Board Members *(Vote Required)***	Ms. Chewning Mr. Gerry
		IFTA, Inc. Financial Presentation and FY27 Budget *(Vote Required)*	Mr. Martorana and Mr. Romeo
		Committee Reports	Committee Chairs and Ms. Alvey
10:30 AM	***11:00 AM***	***Beverage and Networking Break***	
11:00 AM	11:45 AM	**IFTA, Inc. Updates** **2024 and 2025 Passed Ballots and Reminders** **IFTA TRUedu Update**	Mr. Martorana Mr. LaRose
11:45 AM	***1:00 PM***	***Richard L. Reeves IFTA Leadership Award Presentation and Luncheon - Sponsored***	
1:00 PM	3:00 PM	**Proposed Ballots Overview and Discussion:** * Ballot 7 - CA&TX Audit Percentage * Ballot 6 - APC R212 * Ballot 5 - Board of Trustees A250 * Ballot 1 - AZ Sponsored	 TBD TBD Mr. Ackroyd and Mr. Leahy TBD
3:00 PM	***3:15 PM***	***Break***	
3:15 PM	5:00 PM	*** Strategic Plan Updates** *** Amended Committee Charters** *** Audit Percentage Study** *** 2026 EF Report and 2027 EF Report** *** DRC Process Ratification** *** ATM and Bylaws Ratification** *** Day 2 Preview** *** Wrap Up - End of Day 1**	Mr. Martorana TBD Mr Gerry / Mr. Martorana TBD TBD TBD Mr. Martorana

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2026 IFTA Annual Business Meeting
Omni Austin Hotel Downtown, Austin TX - August 25th and 26th, 2026

Day 2 – August 26th (Wednesday)

Start	End	Description	Presenter
7:00 AM	***8:30 AM***	***Breakfast Buffet - Sponsored by***	
8:30AM	10:30AM	**Assemble** **Call to Order - Roll Call of Voting Delegates**	Mr. Richard Mr. Martorana
		Related Organization Presentations: IAC update CVSA - CVSA HUB for Law Enforcement ATA - Issues Facing the Trucking Industry	 Mr. Chuck Ledig Mr. Collin Mooney Mr. David Bauer
		CBI's Discussion and Ratification ***(Vote Required)*** * PCRC * AC	Mr. Gerry
		Proposed Ballot Overview and Discussion cont.: * Ballot 2 - APC R1340.300 * Ballot 3 - AC 420 Notification * Ballot 4 - AC P550 Third Party * Ballot 8 - PA Cancelled Accounts * Ballot 9 - PCRC P1230 Required Participation	 TBD TBD TBD TBD Ms. Jody Isaak
10:30AM	***11:00AM***	***Beverage Break - Transition to Breakout Rooms***	
11:00AM	12:00PM	**Breakout 1 - Regulatory Compliance** Clearinghouse, Data Integrity rules, transmittal issues, return requirements (non-receipted / non taxed fuel, 0/5's), Funds Netting and proration, Tax Matrix	TBD
		Breakout 2 - Program Compliance and Legislative Updates PCRC New process, DRC new process, AAC Legislative summary and other recent legislative proposals (including Tax Holidays)	PCRC Panel, DRC Panel, TBD
12:00 PM	1:00 PM	***Lunch - Provided***	
1:00 PM	2:00 PM	**Breakout 1 - Regulatory Compliance** Clearinghouse, Data Integrity rules, transmittal issues, return requirements (non-receipted / non taxed fuel, 0/5's), Funds Netting and proration, TaxMatrix	TBD
		Breakout 2 - Program Compliance and Legislative Updates PCRC New process, DRC new process, AAC Legislative summary and other recent legislative proposals (including Tax Holidays)	PCRC Panel, DRC Panel, TBD
2:15PM	3:15PM	**Ballot Voting:** ***(Vote Required)*** * Ballot 1 - AZ Sponsored * Ballot 2 - APC R1340.300 * Ballot 3 - AC A420 Notification * Ballot 4 - AC P550 Third Party * Ballot 5 - Board of Trustees A250	Mr. Martorana
3:15 PM	***3:30 PM***	***Beverage Break - Transition to General Session***	
3:30 PM	***5:00 PM***	**Ballot Voting:** ***(Vote Required)*** * Ballot 6 - APC R212 * Ballot 7 - CA&TX Audit Percentage * Ballot 8 - PA Cancelled Accounts * Ballot 9 - PCRC P1230 Required Participation	Mr. Martorana
		Town Hall - New Business	
		Invitation to the 2027 Annual Business Meeting **Closing Remarks and Adjournment**	Mr. Martorana Mr. Gerry

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DISCLOSURE BY NON-ELECTED PUBLIC EMPLOYEE
OF TRAVEL EXPENSES SERVING A LEGITIMATE PUBLIC PURPOSE
AS REQUIRED BY 930 CMR 5.08(2)(d)1.

	NON-ELECTED PUBLIC EMPLOYEE INFORMATION
Name of **non-elected** public employee:	Steven F. Adamek
Title/ Position	IFTA Audit Supervisor
Agency/ Department	Miscellaneous Excise Tax - DOR
Agency address:	18 Chestnut Street, Worcester, MA 01606
Office phone:	(508) 421-2349
Office e-mail:	adameks@dor.state.ma.us
Write an X to confirm each statement.	I am filing this disclosure because: __X_ I am going to engage in an activity that serves a legitimate public purpose, i.e., it is intended to promote the interests of the Commonwealth, a county or a municipality; and __X_ A non-public entity (but not a lobbyist) has offered to reimburse, waive or pay travel expenses and costs worth more than $50.
	ACTIVITY THAT SERVES A LEGITIMATE PUBLIC PURPOSE
Describe the activity which is the reason for traveling.	IFTA Annual Business Meeting The International Fuel Tax Association {IFTA} has scheduled the Annual Business Meeting between all of the member jurisdictions and representation is required. The IFTA ABM is for the purpose and facilitation of reviewing IFTA Ballot Proposals and voting on amendments to the IFTA Articles of Agreement.
Describe your participation in the activity.	*International Fuel Tax Agreement* It is the purpose of this Agreement to promote and encourage the most efficient use of the highway system by making uniform the administration of motor fuel use taxation laws with respect to IFTA Qualified Vehicles operated in multiple member jurisdictions. ABM promotes participating jurisdictions to act cooperatively and ensure mutual assistance in the collection of motor fuel use taxes. My participation will satisfy the membership requirement for the Commonwealth, and I will ensure fairness and compliance with IFTA, Inc. and the IFTA Articles of Agreement.
Date, time and location of activity.	OMNI Hotel, Austin, Texas 8am – 5pm daily, 08/25/26 & 08/26/26

Please explain how the activity will promote the interests of the Commonwealth, a county or a municipality.	Promotes IFTA Membership Compliance and Ensure equitable treatment. The Commonwealth is one of (58) jurisdictions that participate and abide by the Regulations & Standards set forth by the International Fuel Tax Agreement. There is an obligation to foster trust & cooperation among all jurisdictions.
	TRAVEL EXPENSES
Identify the person or organization that offered to reimburse, waive or pay your travel expenses.	International Fuel Tax Association International Fuel Tax Association, Inc. Headquarters : Tempe, Arizona 85285
Address of person or organization.	International Fuel Tax Association IFTA, Inc. P.O. Box 24195 Tempe, Arizona 85285 (833) 438-2669
Provide information in as much detail as possible:	***Itemization and explanation of amounts offered:***
Transportation:	*Air, train, bus, and taxi fare and rental car hire, etc.* Roundtrip Airfare and Taxi = $692.80
Lodging:	*Overnight accommodations.* $209.43 for 3 nights in Omni Hotel, Austin, TX 08/24/26- 08/27/26 $628.29 Total
Meals:	*Breakfast, lunch, dinner, special events.* $196.00 food on days not associated with the IFTA Annual Business Meeting Breakfast and Lunch Provided on Working Days of Conference.
Admission:	*Registration, admission, tickets, etc.* N/A
Other (please list):	*Refreshment, instruction, materials, entertainment, etc.*
Total:	$1,517.09
Write an X beside any statement that applies.	__X__ **I have attached the relevant itinerary.** _X___ **I have attached the relevant agenda.**
Employee signature:	Steven Adamek 05/18/2026
Date:	05/18/2026

Attach additional pages if necessary.

Complete the disclosure and submit it to your appointing authority.

DETERMINATION BY APPOINTING AUTHORITY

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	Amie Acevedo
Agency and Title/Position:	Department of Revenue, Director, Miscellaneous Excise tax
Agency address:	200 Arlington Street, Chelsea, MA
Office phone:	617-887-6156
Employee who filed the disclosure:	Steven Adamek
	DETERMINATION
To give approval, check <u>both</u> statements.	Upon consideration of the facts disclosed by the employee above, I find that: _X_ Acceptance of the reimbursement, waiver or payment of travel expenses will serve a legitimate public purpose, i.e., it will promote the interests of the Commonwealth, a county or a municipality; AND _X_ Such public purpose outweighs any special non-work related benefit to the employee or the person providing the reimbursement, waiver or payment.
Reason that the employee's travel or attendance will serve a legitimate public purpose:	The employee will meet with representatives of other IFTA jurisdictions to discuss common issues and potential resolutions to improve the effectiveness of administering excises paid by the interstate commerce carrier community. The employee will also participate in discussions of IFTA policy that coordinates activities between all jurisdictions.
Appointing Authority signature:	Amie Acevedo
Date:	5/18/26

Attach additional pages if necessary.

The appointing authority should maintain the disclosure as a public record and give a copy of any signed determination to the employee.