



Revenue Officers Certification Training Institute April 4-6, 2018 | Bryant Conference Center | Tuscaloosa, AL

Wednesday, April 4, 2018

- 7:30 – 8:15 a.m. Registration & Breakfast
- 8:15 – 8:30 a.m. Welcome
Cameron Grounds, City of Madison, Chairman
- 8:30 – 10:00 a.m. **License 300** - License enforcement and use of the court system.
Jamie Smith, City of Daphne
- 10:00 – 10:15 a.m. Break
- 10:15 – 11:45 a.m. **Enforcement 300** - Processes for enforcing license and tax ordinances through the use of the court system
Wanda Bonham, City of Mobile
- 11:45– 1:15 p.m. Lunch On Your Own
- 1:15 – 2:45 p.m. **Law 300** - Detailed examples developed for students to research and find particular cases to strengthen their research abilities. Entails a review of topics in sophomore session II with expanded examples and case studies using online legal research, free and paid resources.
Adam Bourne, Mobile County License Commission
- 2:45 – 3:00 p.m. Refreshment Break
- 3:00 – 4:30 p.m. **Commerce 300** - Explaining interstate commerce as opposed to intrastate commerce and the different requirements of municipalities because of interstate commerce.
Lori Lein, Alabama League of Municipalities
- Hospitality Suite** - Hotel Capstone

Thursday, April 5, 2018

- 7:30 - 8:30 a.m. Breakfast
- 8:30 – 10:00 a.m. **Audit 300** – Basic and Advanced Auditing techniques and the State laws that govern auditing including procedures for protested audits assessments.
Jamie Wagner, City of Alabaster
- 10:00 – 10:15 a.m. Break
- 10:15 – 12:00 p.m. **RevAdmin 300** - Identifying solutions to tax and license compliance issues while still adhering to city, state and federal laws

Latrice Mose, City of Auburn

- 12:00 – 1:30 p.m. Lunch On Your Own
- 1:30 – 3:00 p.m. **Taxes 300** - Understanding reciprocity in terms of collection of taxes
Cameron Grounds, City of Madison
- 3:00 – 3:15 p.m. Refreshment Break
- 3:15 – 5:00 p.m. **Questions and Answer Session**
Bill Fetner, City of Orange Beach
Cameron Grounds, City of Madison
- Hospitality Suite** - Hotel Capstone

Friday, April 6, 2018

- 7:30 – 8:30 a.m. Breakfast
- 8:30 – 10:00 a.m. **Profiles 300** - Basic customer service techniques for officials dealing in tax and license administration.
Bill Fetner, City of Orange Beach
- 10:00 – 10:15 a.m. Break
- 10:15 – 11:45 a.m. **League Update**
Ken Smith, Executive Director, Alabama League of Municipalities
- 11:45 a.m. – 12:00 p.m. **Graduation Recognition**
- 12:00 – 12:15 p.m. **Review Session**
Bill Fetner, City of Orange Beach
- 12:15 p.m. **Test**