



**Taxpayer Communications Project Committee  
Taxpayer Advocacy Panel (TAP)  
Meeting Minutes  
April 14, 2020**

**Designated Federal Officer**

- Cedric Jeans Designated Federal Officer

**Members Present**

- |                        |                 |            |
|------------------------|-----------------|------------|
| • Patricia Anthony     | Garland, TX     | Member     |
| • Jordan Bayles        | Terre-Haute, IN | Member     |
| • Marlon Bell          | Pearland, TX    | Member     |
| • James Buttonow (Jim) | Summerville, NC | Vice Chair |
| • Lindsey Funair       | Dubois, PA      | Chair      |
| • Matthew Groff (Ryan) | Beverly, MA     | Member     |
| • Hercules Iraklis     | Urban, IL       | Member     |
| • Ai Lin               | China Lake, CA  | Member     |
| • Cedric Obiaka        | Omaha, NE       | Member     |
| • Leigh Ann Wood       | Columbia, SC    | Member     |

**Members Absent**

- |                |              |        |
|----------------|--------------|--------|
| • Hodari Brown | Red Wood, MI | Member |
|----------------|--------------|--------|

**Staff**

- Rose Babb, Management Assistant
- Alton Berger, Public Affairs Specialist
- Tamikio Bohler, W&I Program Analyst
- Terrie English, TAP Director
- Gilbert Martinez, TAP Program Analyst
- Robert Moretti, TAP Vice Chair
- Antoinette Ross, TAP Analyst

**Roll Call**

There were no public members on the call.

**Quorum**

Quorum was met for this meeting.

**Welcome Announcements/Acknowledgements**

Jeans welcomed all and declared the meeting opened; he then turned it over to the Chair, Funair.

**Chair Comments**

Funair welcomed all and proceeded with the agenda.



### **National Office Report**

English welcomed all to the meeting and reported the following:

- The IRS is receiving daily updates on the COVID-19 pandemic including the Economic Stimulus Package.
- Be very vigilant to scammers pretending to be government employees.
- The new National Taxpayer Advocate (NTA), Erin Collins started last week; she will have a meet and greet via teleconference with TAS staff via teleconference on April 9, 2020.
- Any new updates gathered from the Stimulus package during the teleconference with the NTA for taxpayers will be shared with the TAP panel members.
- Members are encouraged to send emails with questions they may have to English.

### **DFO Report**

Jeans shared the following:

- TAP Recruitment period has been extended until April 20, 2020 for the year 2021. Members are encouraged to share this recruitment effort with their neighbors and friends. Job announcement can be found on [improveirs.org](http://improveirs.org).
- News Release examples are available for members to tweak for their outreach events or for submission to member's local news outlets. Note that the new NTA, Erin Collins name should replace Nina Olson before distributing any literature to the public.
- If members are interested in conducting virtual outreach events and would like to make presentations, the TAP Staff can assist with setting up WebEx sessions. These events can be facilitated only during business hours, Monday through Friday 8:00am – 4:30 p.m. ET. Reach out to your TAP Analyst for assistance.
- For the latest updates on COVID-19, members were asked to subscribe to [IRS.gov/COVID](http://IRS.gov/COVID).
- Business cards were ordered and will be available in a few weeks; an email will be sent out to inform members once it arrives.

### **Minutes Approval**

The draft minutes from the TAP 2020 Virtual Face to Face Meeting in March was approved for posting to [improveirs.org](http://improveirs.org)

### **Subcommittee1**

- **Issue 40485:** IRS Tax Calendar
- **Issue 37272:** Communication for Military Personnel

The subcommittee has started researching and working both issues.



**Issue 42087:** IRS Free File Program- both subcommittee 1 and 2 are working this issue. Awalt stated that she will work with Analyst Martinez to provide a Subject Matter Expert to answer questions from both subcommittees. This teleconference call is scheduled for May 4.

### **Subcommittee 2**

- **Issue 40224:** Provide TAP Link on IRS.gov website the subcommittee will discuss - this issue will be placed on the Joint Committee agenda for discussion on April 23.
- **Issue 42334:** Taxpayer Communication and Online Tool to address CARES Act Stimulus Payments- this issue will also be placed on the Joint Committee agenda for further discussion on April 23.

### **Screening**

Martinez mentioned that there are a few issues to be screened. Buttonow, Jordan and Obiaka will have a meeting to review those issues. At the next full committee, the screening committee will share any issues that may need further review to determine if they will be worked by TCC.

### **Action Items**

- Issues 40224 and 42334 will be on the Joint Committee's calendar for April 23.
- For the latest information on the stimulus, refer to: **[www.IRS.gov/covid-19](http://www.IRS.gov/covid-19)**

### **Closing**

Jeans and Martinez thanked the members for their time and participation and Jeans declared the meeting closed.

The next monthly teleconference for the Taxpayer Communications Committee will be on **May 12, 2020 at 12:00 -1:00 p.m. ET.**

**These minutes have been approved and certified by the committee chairperson.**