



2007 Meeting Minutes Area 1

- November 20, 2007
 - October 16, 2007
 - September 18, 2007
 - August 21, 2007
 - July 17, 2007
 - June 19, 2007
 - May 11 - 12, 2007
 - April 17, 2007
 - March 20, 2007
 - February 20, 2007
 - January 23, 2007
-

Area 1 Committee Meeting Minutes November 20, 2007 Teleconference

Designated Federal Official

- Fallacaro, Betsy - Boston, MA - LTA

Committee Members Present

- Barry, Shaun - Franklin Square, NY - Member
- Colombo, Paul - Colchester, VT - Member
- Epstein, Harvey - Lee, NH - Member
- Gadon, Harold - Cranston, RI - Member
- Havey, Dorothy - Lincolnville, ME - Chair
- Hom, Gim - Acton, MA - Member
- Jason, Julie - Greenwich, CT - Vice Chair
- Margulies, Howard - North Easton, MA - Member
- Whiteside, Deidra - Buffalo, NY - Member
- Zgoda, Bruce - Clarence, NY - Member

Committee Members Absent

None

TAP Staff

- Jenkins, Audrey - Brooklyn, NY - Analyst
- Knispel, Marisa - Brooklyn, NY - Analyst
- Odom, Meredith - Brooklyn, NY - Note Taker
- Ferree, Nancy - Plantation, FL - Manager

Other Attendees

- Coston, Bernard - Atlanta, GA - Director



Welcome

Havey welcomed committee member, IRS staff and visitors.

Coston thanked all members for their participation and hard work throughout the year. He thanked the retirees, Epstein, Gadon and Havey for all of their hard work. Coston sent out an email to returning members as to the selection of the issue committees and he will meet with the program owners to explain to them what their role is to the committees. Coston is going to discuss having a special recruitment to replace the members that resigned from Area 1.

Roll Call

Quorum met

Joint Committee Report

The JC met on November 7, 2007. Members should have received a ballot via email to vote for TAP Chair and Vice Chair. Outgoing members can also vote. There will be a mentoring program for the new members anyone interest please let staff know.

Annual Committee Self Assessment

Some parts of the members self assessment will be used for the Annual Report. The Annual Report will look like a corporations Report and it will highlight some of the positive things that TAP has done. The Annual report should be out in early spring. All recommendations that went forward to the IRS will be on TapSpace. Havey asked that everyone review the committee's self assessments to see what works well and what doesn't.

Subcommittee Report-Out

Subcommittee 1

Epstein discussed the grass roots issue relating to tip income and how it works if a person is a waitress and had to share their tip. The committee found out there is a way people could record properly the amount of money they received for the tipped and not what was shared. Jenkins reached out to former member, Silver, to find out if this information was true and he was able to help the committee.

The issue about difficulty of obtaining paper forms will no longer be worked. The committee decided to park the issue because they feel it would be difficult to have the JC pick up the issue.

The committee considered a proposal dealing with increasing the rate in which W4's are used. This issue was brought forth by Whiteside and it states that people have been abusing the W4 process which allows people to claim an inordinate amount of exemptions so there is no withholding. Research was done and what was found is that the IRS does review W4's. Colombo suggests increasing the cycle time from 6 months to review to 3 months to review. The proposal encourages the IRS to review W4's in 3 months. The committee would like for this proposal to be presented to the JC in January. Jenkins will forward this proposal to the review committee.

Barry wrote a letter in reference to Charitable Deductions which will go forward once corrections are made.

The subcommittee will not meet in December.

Subcommittee 2

Zgoda and subcommittee 2 had a meeting with some Area 1 Alumni working on the Required Minimum Distribution. Some of the Alumni will do some research and provide it to the committee by the end of the month. This will determine if the committee will meet on December 4th.



Issue 4039 which was proposed by Hom was also discussed. This proposal went forward to the JC in June and Jenkins will follow up to see where this proposal is.

The Schedule D issue will be tabled per request of Coston. This issue may be something the IRS will work on in their time.

TAP Elections

Havey encourages everyone to vote for TAP Chair and Vice Chair

Other

Comments/Questions

VITA – has completed their work for the year. They helped the IRS to develop training materials for VITA and TCE programs. This will be distributed to the new volunteers for the upcoming year

Forms and Pub – has completed their work for the year.

Communications – has completed their work for the year.

TAC –

Burden Reduction – has done very little.

Office Report

Jenkins thanked Gadon, Epstein and Havey for participating in TAP.

Public Participation

None

Closing Remarks

An email went out to returning members to select issue committees for next year. Please respond to Coston with your selection.

Havey encourages members to run for Area 1 Chair and Vice Chair. She encourages members to stay in touch and she thanked everyone for their participation.

TAP is waiting for the final approval of new members.

Next Meeting – December 11-12, 2007, Washington, DC



**Area 1 Committee Meeting Minutes
October 16, 2007
Teleconference**

Designated Federal Official

- Fallacaro, Betsy - Boston, MA - LTA

Committee Members Present

- Barry, Shaun - Franklin Square, NY - Member
- Colombo, Paul - Colchester, VT - Member
- Gadon, Harold - Cranston, RI - Member
- Dorothy, Dorothy - Lincolnville, ME - Chair
- Hom, Gim - Acton, MA - Member
- Margulies, Howard - North Easton, MA - Member
- Zgoda, Bruce - Clarence, NY - Member

Committee Members Absent

- Chen, Betty - New York, NY - Member
- Epstein, Harvey - Lee, NH - Member
- Jason, Julie - Greenwich, CT - Member
- Whiteside, Deidra - Buffalo, NY - Member

TAP Staff

- Goldberg, Gloria - Brooklyn, NY - Manager
- Jenkins, Audrey - Brooklyn, NY - Analyst
- Knispel, Marisa - Brooklyn, NY - Analyst
- Odom, Meredith - Brooklyn, NY - Note Taker

Other Attendees

- Yandow, Robert - Public Participant
- Greene, Sharen - Albany, NY - LTA
- Conover, Lynn - New York, NY - The Curchin Group
- Melski, Kim - New York, NY - The Curchin Group

Welcome/Announcements/Review Agenda

Dorothy welcomed the committee, guest and staff.

Roll Call

Quorum Met

Public Participation

Lynn and Kim met Barry in August at the New York Tax Forum. Their tax preparation business has been forced to submit a large number of amended returns due to 1099's which arrive very close to the April 15th filing timeline or 1099's that are later amended. This causes the taxpayer to either file their returns after the April 15th timeframe or to file an amended return. The brokerage firms have a deadline to file their 1099's, however these statements are often amended as better information becomes available as to the character of the distribution. The firm was obviously frustrated with the



impact on their business as taxpayers are complaining about having to go on extension or bearing the cost of the an amended return, in sometimes at the federal and state level.

Joint Committee Report

The issue referral to amend the 1040X to include the 3rd party designee was forwarded for approval to the IRS. The Select Pin issue was not approved due to some concerns on how the proposal would affect the individual users. Dorothy suggests this go back to the subcommittee level to work further on this issue. The 4186 issue on updating the regulation will not go forward as it is currently written.

All appointee's for next year's members have been signed by Nina and is waiting approval at Treasury. The Annual Meeting will be in Washington, DC from December 10-14, 2007.

There is a new selection process for the TAP Chair and Vice Chair. The election for TAP Chair and Vice Chair will be done via email and prior to the meeting. Members my self nominate or be nominated by a peer. If no one volunteers or is nominated, there will be a nominating committee which will be responsible for the nominations. In that case, there should be a volunteer from Area 1 to serve on the nominating committee. All areas will have representation on the nominating committee. Hal Gadon has volunteered for Area 1 committee. Everyone should have received an email from Bernie Coston explaining the new election process and the timeline for the election. Once all the nominations are in, an email will go out including all candidate speeches and biographies.

There is a report regarding some of the issues that were raised at the Commissioners Meeting available on TapSpace. There may be a new Issue Committee next year to work on the TAB (Taxpayer Assistance Blueprint). The Taxpayer Assistance Centers received tremendous accolades on the work that was done as far as the surveys. The VITA Issue Committee was complimented on their hard work as well as the other committees.

The Joint committee reported that the practice of putting an elevated issue on TapSpace for comments is not the preferred way anymore. It put too much time and responsibility on the person posting the information to keep up with the questions that came from it. The review committee meets every Wednesday of each month and they will be not only be reviewing it grammatically but also for content and readability.

Pending Review Report

IRS has responded to the elevated issues from TAP. There were 8 issues that the IRS responded to. The committee has to decide whether they want to accept the response from the IRS or if they want to submit a response.

Federal Lien Release on Credit Reports - 05-019 – Closed
Increasing Awareness of TAP in Publications - 05-058 – Closed
Self-Employment Tax for Newspaper Carriers - 04-001 – Closed
Interest and Penalty Calculator on IRS Website - 05-031 – Closed
CP 521 Interest Rate - 106-022 – Committee will set up a call with Sottile to further discuss issue.
Schedule D-Carry Forward Line - 106-013 –The committee is going to send a letter forward stating they are dissatisfied.
Forms and Publications, Search by Keyword - 106-025 – Closed
LITC Information on EITC Notices 05-057 – Closed
Form 8300, Efiling Capability - 107-3927 – Closed
W-4 Calculator Access - 05-018 – Closed
Form W-4 Changes/Multi-job Households 05-017 – Closed
Interest on Refunds and Notice CP 21B - 107-4050 – Closed



Subcommittee Report-Out

Subcommittee 1

The Committee is discussing an issue with charitable deductions and documentations. There was a change in the 2006 Pension Protection Act that will require any cash contribution of any amount to have documentation. The committee feels this is a legislative issue and will draft a letter to Olson asking her to look at it.

Subcommittee 2

The committee is still working on the Required Minimum Distribution for IRAs

Outreach Report-out by Members

None

Issue Committee Update

Bruce Zgoda – TAC will have a face to face meeting in a few weeks in Chicago.

Other Comments/Questions

Howard Margulies questions the Regulations for the new reporting on Required Minimum distributions. Jenkins will look into this issue. Goldberg states this is a new law so the regulations may not be available until next year.

Subcommittee 2 will meet November 6, 2007 and Knispel invited some former TAP members to join the meeting. Subcommittee 1 meets at 10:00am and Subcommittee 2 meets at 9:00am who will also have a retired TAP member as a subject matter expert.

Office Report

Goldberg announced that some of the non-returning members may be asked to do some of the workshop teaching at the Annual Meeting.



**Area 1 Committee Meeting Minutes
September 18, 2007
Teleconference**

Designated Federal Official

- Fallacaro, Betsy - Boston, MA - LTA

Committee Members Present

- Barry, Shaun - Franklin Square, NY - Member
- Colombo, Paul - Colchester, VT - Member
- Epstein, Harvey - Lee, NH - Member
- Gadon, Harold - Cranston, RI - Member
- Hom, Gim - Acton, MA - Member
- Margulies, Howard - North Easton, MA - Member
- Whiteside, Deidra - Buffalo, NY - Member
- Zgoda, Bruce - Clarence, NY - Member

Committee Members Absent

- Chen, Betty - New York, NY - Member
- Havey, Dorothy - Lincolnville, ME - Chair
- Jason, Julie - Greenwich, CT - Vice Chair

TAP Staff

- Goldberg, Gloria - Brooklyn, NY - Acting Mgr
- Jenkins, Audrey - Brooklyn, NY - Analyst
- Knispel, Marisa - Brooklyn, NY - Analyst
- Odom, Meredith - Brooklyn, NY - Note Taker

Other Attendees

- Sharen Greene - Albany, NY - LTA

Welcome/Announcements/Review Agenda

Audrey Y. Jenkins welcomed the members, staff and visitors.

Roll Call

Quorum Met

Joint Committee Report

Audrey informed the committee that Dorothy was not able to join the August Joint Committee call last month. Dorothy would like for everyone to know the next JC meeting will be a face to face meeting in Chicago October 11 – 13, 2007.



Subcommittee Report-Out

Subcommittee 1

Harvey Epstein informed the committee that subcommittee 1 is still waiting for clarification from the IRS regarding whether the three day e-file rule applies only to volunteer organizations such as the AARP program or the E-Filers in general. Although Audrey was able to provide the committee with some information, the committee is still waiting on a subject matter expert concerning issues relating to intermediate service providers and disclosure. Audrey has also located a subject matter expert regarding the provision of paper materials for filing through banks, post offices and libraries who is willing to address the subcommittee if needed. Harvey will work on a proposal for that relating to rural areas. The issue from Deidra Whiteside regarding misuse of W4s was looked into by Audrey. The IRS has a program in place to identify this type of abuse. Another issue that was raised was the documentation of charitable deductions is a mandated law, so there is nothing the committee can do about them. Shaun Barry raised the issue about lack of continuity. For example; when you contact the IRS (collections) you speak with someone and explain your issue. If you have to call more than once, you have to explain your issue all over instead of the issue being documented from the first call being available for anyone who answers the phone can follow. When the IRS denies an installment agreement, the denial notice doesn't clearly inform the taxpayer that the taxpayer can appeal and it must be in writing and within 21 days. There were some complaints about the Offer in Compromise changes which are legislative, and therefore nothing can be done about it.

Subcommittee 2

The 1040 third party designee has been sent forward to the Joint Committee for the October face to face meeting in Chicago. Bruce Zgoda had a conversation with Bob Erickson in reference to the Schedule D proposal from the committee which will not go forward. Bruce has committed to meet with Bob Erickson to review all of the forms that have carryovers to see if any of them could be eliminated. Gim Hom sent out changes to his proposal to the entire committee. If any additional changes need to be made, forward them on to Marisa Knispel. The discussion of the on going Required Distribution of retirement accounts at age 70 1/2 is still being worked on. The committee is still looking for some feedback from the IRS and something in writing as far as the proper procedure to know whether the government is going to wave or not wave a penalty. Gloria stated that the custodian must report to the IRS the distribution. Marisa has done research on the 1099 Matching Program at the Service Center level as to what is being reported by the custodian. This will take effect next year or the following year. Hal Gadon sent out an email to the committee in reference to the self select pin proposal. Hal stated the self select pin is being used by fraudulent paid practitioners. Marisa will contact someone from the Criminal Investigation Division in reference to the Self Select Pin. This proposal went forth to the JC for approval.

Outreach Report-out by Members

Shaun Barry – Participated in the IRS Tax Forum in New York

Paul Colombo – Did a presentation at an AARP Meeting

Harvey Epstein – Had some one on one conversations at a Taxpayer's Regional Meeting

Hal Gadon – Has been working with the LTA on a problem someone presented to him.

Gim Hom – Had some one on one conversations about TAP

Deidra Whiteside – Did some outreach with her students



Bruce Zgoda – Had some one on one’s

Betsy Fallacaro – Distributed TAP information at an AARP Meeting

Issue Committee Update

Shaun Barry – Burden Reduction Committee, work is being done on Schedule B and C to reduce burden

Paul Colombo – Notices Committee, the committee finished evaluating the supporting documents for Head of Household Filing Status Instruction Sheet.

Harvey Epstein – Vita Committee has been supporting the IRS efforts to develop and refine this years training and testing materials. Various IRS Publications have been revised with the help of the Committee

Gim Hom – Ad Hoc Committee reviewed some of the new Tax Year 2008 Forms and provided some feedback to Sue Sottile and Bob Erickson (program owner and subject matter expert)

Deidra Whiteside – Communications Committee reviewed the New and Returning Member Surveys

Bruce Zgoda – TAC Committee is working on finalizing a report on the Customer Survey and the Employee Survey

Other Comments/Questions

Gloria stated she will be attending the Chicago JC meeting in October to represent Area 1.

Sharen Greene, stated that she will be more that willing to get together with a TAP member in her local area to work on issues. Audrey will be forwarding Sharen’s contact information to the committee.

The Next Meeting is October 16, 2007



**Area 1 Committee Meeting Minutes
August 21, 2007
Teleconference**

Designated Federal Official

- Fallacaro, Betsy - Boston, MA - DFO

Committee Members Present

- Barry, Shaun - Franklin Square, NY - Member
- Epstein, Harvey - Lee, NH - Member
- Gadon, Harold - Cranston, RI - Member
- Havey, Dorothy - Lincolnville, ME - Chair
- Jason, Julie - Greenwich, CT - Vice-Chair
- Margulies, Howard - North Easton, MA - Member
- Whiteside, Deidra - Buffalo, NY - Member
- Zgoda, Bruce - Clarence, NY - Member

Committee Members Absent

- Chen, Betty - New York, NY - Member
- Colombo, Paul - Colchester, VT - Member
- Hom, Gim - Acton, MA - Member

TAP Staff

- Goldberg, Gloria - Brooklyn, NY - Manager
- Knispel, Marisa - Brooklyn, NY - Analyst
- Jenkins, Audrey - Brooklyn, NY - Analyst
- Odom, Meredith - Brooklyn, NY - Note Taker

Welcome

Havey welcomed members and staff

Roll Call

Quorum met.

Joint Committee Report

At the August JC meeting, committee chairs were asked to canvass the members and gather suggestions on how the TAP chair elections could be handled this year. Including who should be allowed to run for TAP chair. Should the TAP Chair elections exclude new members? A member suggested that it may be a good idea to select a TAP Chair at the beginning of the Annual meeting because this will leave availability for others who do not win to run for other Committee Chair positions. It was also suggested that members throw in their hats for TAP Chair election prior to the annual meeting with a short bio so members can familiarize themselves prior to the 5 minutes campaign speech. All suggestions, Dorothy Havey will forward to the JC.

Linda Stiff is the new Acting Commissioner for the Internal Revenue Service.

The new TAPSpace page is up and running and Dorothy encourages everyone to read Bernie Coston's National Office update.



Recruitment is well underway. All interviews have been completed and recommendations for selections have been discussed and forwarded to Nina. There have been discussions on how to bring in alternates and include them on the happenings of TAP. There will be an alternate replacing the recently resigned Luis Parra joining the panel at the Annual Meeting.

The TAP Annual Report for 2006 is out and is on TAPSpace.

Subcommittee Report-Out Subcommittee 1

The committee reviewed the status of some issues that were being worked and for most of the issues require additional research. The subcommittee is currently working on:

- 3 Day rule for transmitting e-returns: We are researching whether this rule applies only to VRPP or to all paid preparers as well. Harvey Epstein sent an e-mail with this question to Jeff Bledsoe.
- Use and disclosure by Intermediary Service Providers (ISP)
- BPOL (Banks, Post Offices and Libraries) program and the late distribution of forms to libraries. Audrey continues work on getting a SME to address the sub-committee regarding this issue. Audrey determined that the late availability of paper forms has been an annual occurrence. Dorothy will prepare a proposal for dealing with the problem of making paper forms available earlier especially for rural, disadvantaged and elderly taxpayers that may find it difficult to e-file.
- Getting tax return information from the IRS: Issue closed.
- Form 1099 was issued to a TP for a subsidy they were given to defray costs of daycare provider for their children. Deidra Whiteside could not provide more information.
- We decided to park the issue and reopen it if more information becomes available.
- W-4 Compliance - Audrey Jenkins will research W-4 compliance regarding employee requests for exempt status. What does the IRS check? When? Are there penalties or does the IRS reset the W-4 information to some default state if the rules are not met? Are there penalties for employers with a large number of employees claiming exempt status inappropriately? We need information on whether and how the IRS confirms eligibility to claim exempt status.
- Documentation requirement for charitable deductions. Audrey will research this further to try to find out how many take charitable deductions. With that information we will be able to determine whether enough taxpayers are affected to justify working the issue. We all agreed that the \$0 threshold seems too low. Audrey: will also research where the rule came from and is published so if we decide to recommend a change we will have a reference document in which the change can be placed.

Subcommittee 2

The committee was working Schedule D and the lost carryover line response. The subcommittee composed a letter dated July 10, 2007 to Bob Erickson that was forwarded to the JC. At the recent JC meeting it was suggested that an effort could be made to respond in a more personal manner. There could be a call made to hold a one on one conversation with him to discuss the response. Marisa Knispel will contact Bob Erickson to set up a meeting. Knispel forwarded the original proposal as well as the letter to the Burden Reduction Program Owner because they are currently working on a Schedule D project. They may be able to support the committee with this proposal.



The committee has also been working on:

- required minimum distribution
- Self Select Pin – Hal Gadon is suggesting having another call with Jeff Bledsoe at which time Marisa could present the number of rejects attributed to the self select pin for the past year. Gadon also requested that anyone who has any relationships with paid practitioners, question them and see if they use the self select pin.
- 1040X proposal – Harvey will forward to all members and the committee for approval. – by consensus the committee approved with corrections to move this proposal forward to the JC.

Designation Federal Official Report

Betsy Fallacaro, DFO informed the committee that there will be an AARP Convention being held in Boston on September 6-8, 2007. She explained that this would be a wonderful outreach opportunity and extended an invitation to all members who are interested in attending. All interested is requested to send their request to Audrey for approval of funds.

Outreach Report-out by Members

N/A

Issue Committee Update

N/A

Office Report

Audrey reminded everyone that the Annual Meeting will be held in Washington, DC on December 11-14, 2007. Dorothy asked if anyone has given any thought to running for Chair of Area 1 since this is her last year as a TAP member. She encouraged everyone to give it a thought.

As far as recruitment, there will be members from all states including Vermont.

Marisa reviewed the list of parking lot issues with the committee to determine if any of the items should be removed;

Issue # **3519** - LITC – Education – (referred by Gwen Handelman (former TAP member) after she participated at the LITC National Conference - **Keep**

Issue # **2907** - ITINs – POA – **Remove**

Issue # **3158** - Form 1099 – **Remove**

Issue # **3995** - TE/GE Customer Service Toll-free line - **Remove**

Audrey suggested to the members take a look at the entire issue list to see if there are any issues the committee may want to adopt.

Public Participation

N/A

Next Meeting September 18, 2007 9:00AM ET



**Area 1 Committee Meeting Minutes
July 17, 2007
Teleconference**

Designated Federal Official

- Nicholas, Judi - Acting, Designated Federal Official

Committee Members Present

- Colombo, Paul - Colchester, VT - Member
- Epstein, Harvey - Lee, NH - Member
- Gadon, Harold - Cranston, RI - Member
- Hom, Gim - Acton, MA - Member
- Jason, Julie - Greenwich, CT - Vice Chair
- Margulies, Howard - North Easton, MA - Member
- Whiteside, Deidra - Buffalo, NY - Member
- Zgoda, Bruce - Clarence, NY - Member

Committee Members Absent

- Barry, Shaun - Franklin Square, NY - Member
- Chen, Betty - New York, NY - Member
- Havey, Dorothy - Lee, NH - Chair

TAP Staff

- Goldberg, Gloria - Brooklyn, NY - Acting Manager
- Jenkins, Audrey - Brooklyn, NY - Analyst
- Odom, Meredith - Brooklyn, NY - Secretary

Welcome/Announcements/Review Agenda

Jenkins informed the committee that Havey may not be able to join the call; therefore, Jason will facilitate today's conference call. Gloria Goldberg is the new Acting Manager for the Brooklyn, NY Office. She will act for the next 60 days and may be reached at Ramirez's old number.

Roll Call

Quorum Met

Joint Committee Report

Margulies attended the JC meeting on behalf of Havey. A new timing procedure was worked out at the JC meeting. The method for submitting proposal has changed. Issues must be submitted 10 days prior to the meeting in order for it to make it to the JC agenda. A program is being worked on for members that served their 3 years on the panel, to be placed in a pool to substitute for people who may drop out during the year, or be called on for special issues they may have been experts in. There is a Commissioner's meeting scheduled for August 16, 2007. The committee decided to mainly discuss generic issues of the TAP and ask the Commissioner if there is anything the panel can do to help him instead of asking him how he can help TAP. The issue committees should stop the bi-monthly meetings and go back to monthly meetings. A new version of TAPSpace will come out shortly. There was discussion on how to evaluate TAP members and how to evaluate outreach methods. This will determine who will be a good contributor to the panel. This will be discussed further in the next face to face meeting.



Subcommittee Report-Out

Subcommittee 1

Epstein informed the committee that the subcommittee did not meet this month. They will report-out in the next teleconference.

Subcommittee 2

Gadon would like for the committee to vote on the Schedule D letter. The practitioner pin proposal will move forward. The committee made a proposal on the 8453, but the IRS is taking care of this issue. Hom incorporated input from the committee to complete the 1040 proposal. This proposal is asking the IRS to allow for estimated income tax payment. The committee voted to approve this proposal with the minor corrections. Zgoda and Whiteside worked on a proposal for the 1040x to put in a third party designee. This information will be provided to the committee.

Outreach Report-out by Members

Colombo – has done outreach at his physical therapist’s office.

Epstein – attended a New Hampshire Practitioner Liaison Meeting and discussed TAP. Olson was in attendance for this meeting. The AARP National Tax-aid Program had their nation training and outreach was done there. Epstein did go to TAPSpace and downloaded the success stories that were related to small business.

Gadon – attended a Practitioner Stakeholder meeting, and spoke with members from Amerprise, a financial institution and discussed TAP.

Hom – N/A

Margulies – replenished brochures at a town hall.

Zgoda – did outreach at some small luncheons, a senior housing group, and at some clients that had cookouts. Zgoda will do outreach on a local television station and discuss TAP.

Issue Committee Update

VITA – The committee is working to get various publications out. There will be a change in the manual for teaching the VITA course. They are pushing to have them online. The committee is working on IRS publications. Publication 3189, which is the instructions for how to transmit returns to the IRS, is being worked on.

TAC – There is an upcoming face to face in Denver. The data from the surveys at the walk-in sites will be analyzed, conclusions will be drawn and start talking about some potential recommendations for the TAC.

Communications – The returning member surveys went out and members are encouraged to complete them. Members should go on to TAPSpace to update their Bios if they haven’t already done so. Once the communication strategy document is complete, it will be distributed to all members.

Burden Reduction – The last meeting was the face to face in June. No new information to report.

Ad Hoc – Bob Erickson met with the committee in Washington, DC at the face to face meeting to discuss tax law changes for 2007.

EITC – The committee has been working on the screeners guide and the moderators guide to be used at the focus group for the EITC office.



Notices – The current form that is being evaluated is supporting documents to prove head of household filing status is being pursued, both the 05 and 06 versions.

Other Comments/Questions

Goldberg informed the committee that in the past the vision for committee members would be that they are from all walks of life not just practitioners. There used to be a measure of participation from members. Nicholas informed the committee that Treasury was pleased that CAP was redesigned and recruited members from all 50 states and that it not be an all practitioner group. About 15% of the panel members are practitioners and the remainders are not. Jason feels it's ok to get the message across to members that have time problems to resign from TAP. Epstein states that this will also allow for someone who has the time to participate to do so. Jason feels that judging the effectiveness of TAP needs to be beefed up. What has been accomplished needs to be known by all members. Nicholas informed the committee that Success Stories are updated every six months and are posted in TAPSpace as part of the outreach toolkit. The Annual Report is being looked at as to how it was prepared in the past. There is a general consensus that the past format and presentation of materials were not as effective as it could have been in highlighting TAPs accomplishments. The members are encouraged to look at the latest set of success stories and when a new set comes out, all panel members will be notified that they are on TAPSpace. The Communications committee will accept all suggestions for success stories. Members are encouraged to sit in as an observer, not as an active participant on JC calls. If you are interested, contact the area Analyst and they will provide information on the call.

Members would like to receive a reminder for both sub-committee and full committee meetings a day before the meeting.

Office Report

Jenkins informed the committee that the applicant interviews for 2007 have been completed. Gadon, Zgoda and Whiteside were thanked for their participation in helping with the interviews.

Parra resigned and a new member will replace him at the Annual Meeting.

The entire TAP Staff will be out of the office for training July 23 – July 28, 2007.

Reminder – all pre-reads to be attached to the agenda must be sent to the analyst prior to the meeting. Please do not send pre-reads directly to the members.

Public Participation

None



**Area 1 Committee Meeting Minutes
June 19, 2007
Teleconference**

Designated Federal Official

- Fallacaro, Betsy - Boston, MA - LTA

Committee Members Present (These attendees count for quorum)

- Barry, Shaun - Franklin Square, NY - Member
- Colombo, Paul - Colchester, VY - Member
- Epstein, Harvey - Lee, NH - Member
- Gadon, Harold - Cranston, RI - Member
- Hom, Gim - Acton, MA - Member
- Jason, Julie - Greenwich, CT - Vice Chair
- Margulies, Howard - North Easton, MA - Member
- Parra, Luis - Bronx, NY - Member
- Whiteside, Deidra - Buffalo, NY - Member
- Zgoda, Bruce - Clarence, NY - Member

Committee Members Absent

- Chen, Betty - New York, NY - Member
- Havey, Dorothy - Lee, NH - Chair

TAP Staff

- Jenkins, Audrey - Brooklyn, NY - Analyst
- Knispel, Marisa - Brooklyn, NY - Analyst
- Odom, Meredith - Brooklyn, NY - Secretary

Other Attendees

Yandow, Robert - Millinocket, ME - Public Participant

Welcome/Announcements/Review Agenda

Jason welcomed all members and staff and informed the committee that Dorothy will not be present at this meeting.

Jenkins informed the committee that the meeting was an administrative meeting because the meeting was not announced in the Federal register. Luis Parra has resigned because he is relocating to Florida.

Roll Call

Quorum met

Face to Face Recap

Area 1 had a successful face to face meeting.

Joint Committee Report

Epstein represented Area 1 at the June 2007 Joint Committee meeting.



Subcommittee Report-Out

Subcommittee 1

- The committee decided to table the Gold Star proposal and send out Area 1 Committee acknowledgements for any individuals they deem necessary.
- Audrey has been in touch with Jeff Bledsoe who was unable to attend this meeting but will be able to address the committee sometime in the near future on the 3-day rule and the ISP regulations. Audrey stated that she will be working with Barbara to make sure the VITA committee does take this on as an issue.
- BPOL (Banks, Post Offices and Libraries) program and the late distribution of forms to libraries. Audrey found out the distribution date this year was 3/27/07 which the committee feels is unacceptable. Audrey is having difficulties locating the SME to address the committee on the BPOL (forms at the Library). Audrey will ask Sue Sottile for assistance.
- Getting tax return information from the IRS: During the face to face meeting Shaun requested a transcript via telephone, and received it in a week which he has posted to TapSpace. Audrey will check for contact information of the taxpayer who brought this issue to see if there is something more to this issue. If there is nothing else, the committee has decided to drop it.
- Form 944 and increasing the threshold to \$5,000 to file this form (currently it's \$2,500) – Committee decided not to take on this issue.
- Getting tax return information from the IRS: Shaun succeeded in getting a transcript via phone without difficulty. Getting a transcript does not appear to be a problem and probably we should drop this issue. During the face to face meeting Shaun requested a transcript via telephone, and received it in a week which he has posted to TapSpace. Audrey will check for contact information of the taxpayer who brought this issue to see if there is something more to this issue. If there is nothing else, the committee has decided to drop it.
- Form 1099 - TP for a subsidy & W-4 Compliance: Audrey will send Deidra an email requesting an update for both the Form 1099 and the W-4 issues she brought forward. Audrey should also check to see if the IRS is monitoring this. The IRS should add this to the list of items they review to be sure that anyone who files for tax exempt is entitled to it.

Subcommittee 2

- Practitioner Pin - the proposal will be sent forward to the JC once it is polished. Knispel will forward to the committee to review before it goes forward.
- 1040 – Area 1 proposed that a line be included on the actual 1040 so you can include your estimated income tax. The committee will review and discuss this proposal before it goes forward to the JC. If anyone has any suggestions or comments they should go forward to subcommittee 2.
- Cost basis proposal – this proposal has been sent out to the committee and will now go forward to the JC.
- 1040x – This will be completed and the letter to Erickson is complete. A copy of the revised letter will go out to the entire committee before it goes forward to the JC.

Outreach Report-out by Members

N/A

Issue Committee Update

Communication – Whiteside informed the committee that there is a new TAP Member Survey and a Returning Member Survey. All members are encouraged to complete these surveys. TAPspace is being approved and will be revealed in August. Members are encouraged to enter their Bios on TAPspace.



TAP Office Report

Jenkins asked the members to please assist with the new member interview process. Although availability has been submitted there still has been some trouble in getting people to assist with the interviews.

Public Participation

Yandow has been following TAP for sometime as well as served as an alternate for the state of Arizona. He has enjoyed the meeting.



**Area 1 Committee Meeting Minutes
Friday - May 11 - 12, 2007
Face to Face Meeting - Stamford, CT**

Friday - May 11, 2007

Designated Federal Official

- Fallacaro, Betsey - Boston, MA - LTA

Committee Members

- Barry, Shaun - Franklin Square, NY - Member
- Chen, Betty - New York, NY - Member
- Colombo, Paul - Colchester, VT - Member
- Gadon, Harold - Cranston, RI - Member
- Jason, Julie - Greenwich, CT - Vice Chair
- Margulies, Howard - North Easton, MA - Member
- Parra, Luis - Bronx, NY - Member
- Whiteside, Deidra - Buffalo, NY - Member
- Zgoda, Bruce - Clarence, NY - Member

Committee Members Absent

- Havey, Dorothy - Lincolnville, ME - Chair
- Hom, Gim - Acton, MA - Member

TAP Staff

- Coston, Bernard - Washington, DC - Director
- Jenkins, Audrey - Brooklyn, NY - Analyst
- Knispel, Marisa - Brooklyn, NY - Analyst
- Odom, Meredith - Brooklyn, NY - Secretary

Other Attendees

Besunder, Diane – Media Specialist
Eguren, Sarah – Hispanic Media Specialist

Welcome/Announcements/Review Agenda
Members and Staff introduced themselves.

Roll Call (quorum has been met)
Quorum has been met

Joint Committee Report

Coston explained how the Joint Committee goes over elevated issues. They go forward with a lot of initiative. The JC has 2 face to face meetings. The JC is preparing for the delivery of the Annual Report. The report must be done by the first of June. The proposal from Area 1 that was sent to the JC, was sent back to be worked on a little more.

National Office Update

Coston discussed the time the JC spends on Issues. Coston will look into every issue and report back to the JC on June 30, 2007. There are 37 issues waiting acknowledgement or a response from the



Program Owner. Toy is in the process of getting the exact name of the issues. Coston will look into how issues are written, how we deem success as TAP, what we are looking for, performance issues, dollar savings and benefits analysis.

The Communication Issue committee has come up with a strategy on how TAP can be much more effective. TAP is on line as far as the budget. The VITA committee will work with Nan Filler to see what VITA sites will be used in the future.

The Annual Meeting will be held at in Washington, DC at the Fairmont Hotel. The meeting dates are December 11 – 14.

As of May 29th, the IRS has a new acting Commissioner, Kevin Brown. The budget for TAP is 530,000. Olson has kept TAP's budget where it is. Other offices under her have had their budgets cut. The annual report has changed drastically. This time the report is very complimentary to the IRS Staff.

This year's recruitment is very successful. As of April 30, 2007 there was 281 completes applications. The online process only allows applicants to apply for states that only had openings. Area 1 has 3 slots, Rhode Island, New Hampshire and Maine. TAP Management staff will meet in the Plantation, FL office to complete the ranking. Bernie will be opening 2 positions in the Headquarters office one for an Analyst and the other for a Secretary. Ramirez is leaving TAP and is going to work with LITC. The TAP staff will be working without a manager until the position can be filled. Marisa and Audrey will rotate duties for a while. Brooklyn staff is moving into new office space.

Gadon hosted the most successful Town Hall Meeting in Cranston, RI. For this year, there has been Town Hall Meetings in Nebraska, Phoenix and NY. Olson refers to outreach in reference to TAS. TAP outreach is to get the message out about the organization, about grass root issues and to inform people that their voices are heard.

DFO Report

Fallacaro informed the committee that TAS appeal cases are being worked faster. TAS will be hiring Case Advocates. TAS case inventory had gone up drastically. This years filing season went smooth. People are still getting caught up in the filing system. There is still complexity with the forms. Form 1041 is very complex. Collection cases have gone up. There has been an increase in automated call sites. TAS works a lot of cased that can't be solved by the IRS. The IRS is filing more liens. Area Local Taxpayer Advocates (LTA) should be in contact with TAP. Some of the members have been in contact with the LTAs from their areas and have even participated in outreaches with some.

Outreach Report-out by Members

- Colombo will be doing an outreach with the LTA in VT.
- Parra did an outreach in Queens, NY which had 150 attendees. His next outreach will be in the Bronx on June 26, 2007 with tax preparers.
- Gadon worked on the TAC survey.
- Zgoda did a customer survey outreach. He will also attend a seminar with tax attorneys in September – December
- Coston informed the committee that the Annual Report has a section that talks about outreach. Outreach is important and advises member to refer to the outreach toolkit.
- Chen did outreach at the community tax aide and at the bankruptcy practice with attorneys. She also did a lot of one minute outreach.
- Coston reminded the committee that legislative issues can not come to TAP. If you do want to submit any, they must go through SAMS. As a private citizen, you will fill out the form and it will go on the SAMS system. You may access SAMS by going to the irs.gov website. Olson reviews these issues.



- Whiteside did outreach at the hospital in which she works
- Epstein did outreach at a meeting with Volunteers for Tax Aide and at a bridge club.
- Barry wrote a letter to the local Long Island, NY newspapers. There is a radio station called Broadcasting board of Governors to cover what TAP is. At the Federation of Tax Administrators Annual Meeting in June, they may have a TAP table.

Lessons Learned

- Gadon reinforced outreach. He feels that the committees should not have great expectations on issues brought forward. Make issues as clear as possible. Volunteer to accompany to JC meetings. Keep in touch with the LTAs from your area. Always carry business cards. Be patient. Gadon is willing to speak with the new member that will take his place when his term as TAP Member ends. He suggest having a buddy system.
- Epstein states that the members should be patient with issues that go to the JC. Try to take issues to the issue committee
- Whiteside suggest that returning members create a mentoring program for the new members.
- Parra suggest going out and discussing TAP
- Epstein recommends that all new TAP members attend the face to face meeting.
- Chen suggests keeping up with time commitments.
- Ramirez advises members to speak up
- Colombo would like a replacement/alternate to fill in if a member can't attend a meeting. He would like to have changes to meeting times.
- Jason isn't clear on TAP successes. What is it about? How is it successful? How does TAP support arguments? Who are program owners and how may they be reached? What is the IRS trying to accomplish?

New Issues

- Letter 1722 – The Taxpayer Service Centers (TACs) no longer provides copies of transcripts. You must fill out a form to request transcripts.
- Form 944 – Employers Annual Federal Tax Return

Subcommittee Break-Out

- Subcommittee 1 and Subcommittee 2 met to discuss new and old issues.

Saturday - May 12, 2007

Designated Federal Official

- Fallacaro, Betsey - Boston, MA - LTA

Committee Members Present

- Barry, Shaun - Franklin Square, NY - Member
- Chen, Betty - New York, NY - Member
- Colombo, Paul - Colchester, VT - Member
- Gadon, Harold - Cranston, RI - Member
- Jason, Julie - Greenwich, CT - Vice Chair
- Margulies, Howard - North Easton, MA - Member



- Parra, Luis - Bronx, NY - Member
- Whiteside, Deidra - Buffalo, NY - Member
- Zgoda, Bruce - Clarence, NY - Member

Committee Members Absent

- Havey, Dorothy - Lincolnville, ME - Chair
- Hom, Gim - Acton, MA - Member

TAP Staff

- Coston, Bernard - Washington, DC - Director
- Jenkins, Audrey - Brooklyn, NY - Analyst
- Knispel, Marisa - Brooklyn, NY - Analyst
- Odom, Meredith - Brooklyn, NY - Secretary

Other Attendees

- Romano, Fran - Hartford, CT - LTA

Opening of Meeting/Review Agenda

Jason opened the meeting, greeted members, staff and quest, and reviewed agenda.

Roll Call

Jenkins – quorum met.

Public Participation

None

Subcommittee Report-Out

Subcommittee 1

- Gold Star Proposal – The committee nominates to drop this issue. Area 1 could always send out thank you letters. By consensus, Item dropped.
- Excess Social Security – generalization with the SS Proposal as an example
- BPOL – strongly encouraging web access. What are the statistics of the taxpayers involved
- Request for transcript if you have a fax number you will get the transcripts. If you request them by mail, you will get them with-in 7 days. Subcommittee 1 will test the 1040 telephone line.
- Fallacaro will pull a Taxpayer Advocate Service report to see what the problem was with TAS transcript/return copy issue. From 5 years ago until now, how many transcripts were provided?
- 3 day rule – VITA Program Owner is looking into if it only applies to VITA
- Jeff Bledsoe has been contacted to address the group on the ISP issue
- Form 944 – Should the threshold be raised? How is the form being used now? Who is using it? How many invites? What are the numbers for preparing 941s? Epstein will contact Kasturi to clarify issue. How many businesses have 2500 in payroll taxes or 20,000 in payroll?

Subcommittee 2

- Practitioner Pin – Approved. Knispel will fix wording.
- 1040 - No consensus.



- Schedule D Issue – Approved by Joint Committee.
- 1040X – Third party designee.
- 2210 – Penalty Form
- Committee suggest changing Form 5329

Closing/Recap Action Items

Ramirez suggests to the committee that they allow themselves a learning curve. The first year as a member is a learning period. Be patient and always communicate.

Jason thanked everyone for attending the Area 1 face to face meeting.



**Area 1 Committee Meeting Minutes
April 17, 2007
Teleconference**

Designated Federal Official

- Fallacaro, Betsy - Boston, MA - LTA

Committee Members Present (These attendees count for quorum)

- Barry, Shaun - Franklin Square, NY - Member
- Chen, Betty - New York, NY - Member
- Colombo, Paul - Colchester, VY - Member
- Gadon, Harold - Cranston, RI - Member
- Havey, Dorothy - Lincolnville, ME - Chair
- Hom, Gim - Acton, MA - Member
- Jason, Julie - Greenwich, CT - Vice Chair
- Margulies, Howard - North Easton, MA - Member
- Whiteside, Deidra - Buffalo, NY - Member
- Zgoda, Bruce - Clarence, NY - Member

Committee Members Absent

- Epstein, Harvey - Lee, NH - Member
- Parra, Luis - Bronx, NY - Member

TAP Staff

- Knispel, Marisa - Brooklyn, NY - Member
- Odom, Meredith - Brooklyn, NY - Member

Other Attendees

None

Welcome/Announcements/Review Agenda

Havey Welcomed all members and staff.

Roll Call (quorum has been met)

Joint Committee Report

Havey informed the committee that recommendation from Area 2 and 6 were both deferred. Havey didn't have a chance to submit the Area 1 gold star proposal. The Joint Committee is looking for issue to be brought forward to the Commissioner. Any suggestions should be sent to Audrey. Recruitment for next year is going well. There were 185 complete applications and 180 in draft form. Knispel informed the committee that there are 2 final for VT, 3 for RI, 5 for NH, 6 for ME and 12 for MA. Gadon, Havey and Epstein have served their term as TAP members and will not return next yr. The Taxpayer Advocate Budget has been approved. Town Hall Meetings have taken place in Brooklyn, Atlanta, Omaha and Phoenix and upcoming is Milwaukee, San Diego and Raleigh. New Staff, Walker will be the manager for the Milwaukee office and Anita Fields is the management assistant in the Florida office. TAP Recruitment is doing well.



Outreach Opportunity

Fallacaro informed the committee that she is trying to get a booth at the Boston AARP National Convention in Boston. This will be held in September. Fallacaro asked that some members come in and help with the booth. In June, Fallacaro will visit all retro offices in the state and asked if a member would like to come along. Fallacaro is putting a book together for the staffers which will include TAP information.

Subcommittee Report-Out

Subcommittee 1

- Dorothy will present the Letter concerning 'Gold Star' recognition program at the next Joint Committee meeting (tomorrow).
- 3 day rule for vita e-file transmission -Audrey provided reading matter concerning electronic filing. After review of the material, it was not specific reference to filing within 3 days; rather the guidance was for everyone or just VITA or just to file promptly. Audrey will continue to research the source of the 3 day requirement, with special emphasis on whether it is a general rule or applies only to volunteer preparer's use/disclosure protections for e-filers as well as find a subject matter expert. Note was taken of proposed legislation to allow taxpayers to file electronically directly with the IRS.
- Difficulty in obtaining paper forms without a computer or computer skills; the difficulty of obtaining paper forms was noted as a counterpoint to Director Everson's announcement of the increase in e-filing this year. It was mentioned that providing forms for taxpayers is an unfunded mandate for Libraries since post offices seem to have opted out of the program. Also, one volume of the Form X book was not available until last week.

Subcommittee 2

- The Subcommittee is finalizing its proposal to eliminate the use of the Self-Select PIN for practitioners and replace it with the use of the Practitioner PIN.
- The Subcommittee is also finalizing the proposal to change the regulations governing the Specific Identification method to calculate the cost basis of stock.
- The Subcommittee is finalizing its letter to the IRS that addresses their response the Area 1 Committee's proposed Carry Forward line of the capital loss on the Schedule D.

Outreach Report-out by Members

- Zgoda was interviewed by a Buffalo local television station but the interview was unable to be televised. Zgoda informed the committee that his Survey Committee for Customer Service will meet in the month of May to complete the survey.
- Colombo had 2 meetings with management for a club that he belongs to. He will speak to the members of this organization on the 20th of June. In Burlington, VT, TAP Speak-Up posters will be displayed and TAP Marketing Materials will be distributed.
- Havey has an event coming up at a business conference in Washington County in the state of ME. Havey will have a table set up to discuss and distribute TAP Materials.
- Jason has an National Public Radio Program interview scheduled in the near future.
- Hom and Margulies met with 2 Congressional Aides in Boston and discussed tax issues. Hom found out that Taxpayers who have tax problems with the IRS often write to their congressman and the congressman usually sends the information back to the IRS.



Issue Committee Update

- Burden Reduction - Barry is on the Burden Reduction Committee and the committee is focusing on a referral in reference to trying to reduce the burden on reporting gambling losses. This is in reference to slot machines. IRS regulations state that if you want to claim gambling losses from slot machines; you must keep a log of every pull you make whether you win or lose. The committee has accepted the issue and the committee is deciding if they will address this issue.
- VITA - Gadon informed the committee that the VITA committee has to work on time schedules in order to get out the publications next year for the volunteers and the committee is having a face to face meeting at the end of May.

Face to Face Discussion

Ramirez informed the committee that they will lodge at the Marriott Courtyard and the meeting will be held at the University of Connecticut. There was a pre-meeting with the chair, staff and DFO to discuss the face to face meeting and what issues and topics will be discussed. Havey will not attend the meeting, Jason will lead the meeting.

Other Comments/Questions

The budget has been approved for the Tax Forums this year. There will be a Forum in NY. Some members will be asked to attend. TAP will have a table at the forum which will be staffed by the TAP Staff.

Ramirez informed Barry that the proposal that went forward to the JC, but it had to go back to the quality review team. Ramirez will try to have this on the next agenda

There will not be a May Area 1 teleconference. This will be replaced by the May 11-12, 2007 face to face meeting to be held in Stamford, Connecticut.

Jason informed the committee that there will be some public attending the face to face meeting. The LTA, Fran Romano, from Connecticut will attend the face to face meeting.

Public Participation

None

Closing/Assessment

Next meeting will be May 11 – 12, 2007 in Stamford, Connecticut.



Area 1 Committee Meeting Minutes
March 20, 2007
9:00 AM ET
Teleconference

Acting Designated Federal Official (DFO)

Fallacaro, Betsy	Boston, MA	LTA
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Committee Members Present

Chen, Betty	New York, NY	Panel Member
Colombo, Paul	Colchester, VT	Panel Member
Epstein, Harvey	Lee, NH	Panel Member
Gadon, Harold	Cranston, RI	Panel Member
Parra, Luis	Bronx, NY	Panel Member
Hom, Gim	Acton, MA	Panel Member
Margulies, Howard	North Easton, MA	Panel Member
Jason, Julie	Greenwich, CT	Vice Chair, Area 1
Zgoda, Bruce	Clarence, NY	Panel Member

Absentee

Whiteside, Deidra	Buffalo, NY	Panel Member
Barry, Shaun	Franklin Square, NY	Panel Member
Havey, Dorothy	Lincolntonville, ME	Chair, Area 1

TAP Staff

Jenkins, Audrey	Brooklyn, NY	TAP Analyst
Knispel, Marisa	Brooklyn, NY	TAP Analyst
Odom, Meredith	Brooklyn, NY	TAP Analyst
Ferree, Nancy	Brooklyn, NY	TAP Analyst

Other Attendees

Bledsoe, Jeff	Washington, DC
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Welcome/Announcements/Review Agenda

Jason welcomed the committee.

Roll Call (quorum has been met)



Joint Committee Report

N/A

Town Hall Report Out

Jenkins talked about the March 6th Townhall held in New York City at the Brooklyn Borough Hall of Borough President Marty Markowitz. Havey hosted the event. Parra and Ben Chapman and Sonny Kasturi from area 2 were also in attendance. There were about 35 people in attendance.

Subject Matter Expert (SME)/Preparer Pins

Bledsoe introduced himself to the committee. Bledsoe is the manager of the individual marketing services of the Stakeholder Partnership Education Communication Organization. His primary responsibility is to promote and publicize all electronic services related to e-file. His duties include management of the practitioner personal identification number and are increased in terms of utilization for those programs. Gadon inquired about the Form 8453 self select preparer PIN. Bledsoe informed the committee that when the organization moved away from paper to the electronic realm, the first signature option that was created was the Form 8453 the vehicle by which the taxpayer agreed to the electronic processing of the return. Since then, other signature options have been added and are now called PIN options. So, practitioners as well as taxpayers now have the option to input an electronic PIN as a signature device. Online filers are now the biggest users of the self select pin. This option allows one to file your return electronically, input a PIN as your signature and retain the PIN and use it in the years to come. Last year, when the practitioner PIN was introduced as an option within the volunteer program, total PIN usage was 44%, the practitioner PIN usage was at 21%. The total PIN usage for this year was 72%. There has been growth in the use of the practitioner PIN. There was a decrease in the use of the self select PIN. There was a reduction in the use of the Form 8453. After the filing season an advertisement goes out to practitioners informing them that electronic filing continues after April 15th and the benefits of using it. Epstein suggests that the IRS push use of the practitioner PIN as the default, then individual private paid practitioners would use it. Bledsoe will mention this to the software expert.

Subcommittee Report-Out/New Issues

Subcommittee 1

Epstein and subcommittee discussed the Goal Star Performance proposal/memo. The subcommittee feels that TAP should recognize the IRS on the issues they handle well. Barry drafted a memorandum that outlined how TAP could recognize proactive, positive action by the IRS. This letter was included in the pre-reads and it is also on TAPSpace. Barry described the process the letter is recommending. The process will also give TAP recognition by other organizations for doing something nice. Jenkins suggested that the memo go to the JC to see if it meets approval. Ferree feels this memo is a great idea and suggested this memo go to the JC as soon as possible. The committee agreed this memo should go forward.

Regarding the three day rule for transmission of returns prepared by Volunteer Income Tax Assistance (VITA) sites; it is being discussed in the TAP VITA issue committee. The VITA committee feels the rule should not be there and the language should be softened. Regarding the security and confidentiality of tax return information of electronically filed returns; this is still being discussed by the subcommittee (ie. who can disclose, what and when). The Tax Exempt/Government Entities division issue about their toll-free line was also discussed by the subcommittee, the committee received an indication that there was IRS interference but nothing could be done because there was not enough data – the issue is parked for now.

Subcommittee 2

Regarding the response due to IRS on the elevated Schedule D proposal, the subcommittee discussed proposing that page two of that schedule show the carry forward loss amount both for short term and long term losses. Some members of the subcommittee met with Bob Erickson of the IRS on March 16th to discuss. Erickson explained that when the Schedule D was changed in 1992, and this verbiage (which was there previously) was cut out. This proposal was elevated to the IRS and turned down by



Ericson initially as well as at this last meeting. Margulies (a member of that subcommittee) feels the committee should not pursue the issue anymore. Another subcommittee meeting will be set up to further discuss this issue. There was a proposal sent as pre-read for this meeting that asks the IRS to allow taxpayers to use online banking to pay the IRS directly. This solution will reduce paper and handling of checks. After discussion by members; it was determined that the issue needed further working in the subcommittee and represented at the April full committee meeting.

Outreach Report-out by Members

Margulies, Hom and Fallacaro did outreach with Congressional Delegations in Boston, MA.

Parra did an interview on Telemundo Television.

Zgoda had an interview on Radio Station WWRL, and had a meeting with the 150 attorneys to discuss TAP.

Issue Committee Update

Time was running out so this was forwarded to the April Meeting.

Other Comments/Questions

Knispel reminded the committee that recruitment for new panel members has started. The new member handbook has been revised and it is on TAPSpace. This will go out to all members once it is printed.

Public Participation

None

Closing/Assessment

- Meeting adjourned 9:58 AM

Next Meeting – 4/17/2007 9:00 AM



**Area 1 Committee Meeting Minutes
February 20, 2007
Teleconference**

Acting Designated Federal Official (DFO)

Sandra Ramirez	Brooklyn, NY	Program Manager
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Committee Members Present

Barry, Shaun	Franklin Square, NY	Panel Member
Chen, Betty	New York, NY	Panel Member
Colombo, Paul	Colchester, VT	Panel Member
Epstein, Harvey	Lee, NH	Panel Member
Gadon, Harold	Cranston, RI	Panel Member
Havey, Dorothy	Lincolnville, ME	Chair, Area 1
Hom, Gim	Acton, MA	Panel Member
Margulies, Howard	North Easton, MA	Panel Member
Whiteside, Deidra	Buffalo, NY	Panel Member
Zgoda, Bruce	Clarence, NY	Panel Member

Absentee

Jason, Julie	Greenwich, CT	Vice Chair, Area 1
Parra, Luis	Bronx, NY	Panel Member
Betsy Fallacaro	Boston, MA	DFO

TAP Staff

Jenkins, Audrey	Brooklyn, NY	TAP Analyst
Knispel, Marisa	Brooklyn, NY	TAP Analyst

Other Attendees

Coston, Bernard	Atlanta, GA	TAP Director
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Welcome

Roll Call (quorum has been met)

Joint Committee Report

Havey informed the committee that on February 7, 2007 Area 1 had four recommendations approved by the Joint Committee. She thanked the members for their work. **Havey will be sharing with the committee a handout that Coston provided to the Joint Committee (JC) which summarizes his report for the February JC meeting.**



Committee Protocol

Havey reviewed several points of protocol with the committee; please inform her, the subcommittee chair and staff if you will not be able to make a call, this will eliminate prolonging the calls waiting for people to join; if you have to drop off the call early or join the call late please let us know. Also please use your phone's mute button to minimize any distractions.

Subcommittee Report-Out/New Issues

- **Subcommittee 1- Epstein** - the subcommittee met with IRS' Barbara Goins to discuss the Intermediate Service Providers (ISP) issue. They concluded that although there is protection from intentional sharing of taxpayer information, particularly in the transmission of the electronic data between the ISP and the IRS, there may be little to no protection or penalty from accidental sharing of taxpayer information. The subcommittee agreed that they wished to have some more information/expertise on this issue. The committee wants to know what happens to taxpayers' tax return information after it is transmitted. Is this information used by ISPs or anyone for other purposes (even indirectly)? Is the information held on the database of ISPs really deleted? Regarding the toll free site for Tax Exempt Government Entities Division issue; the subcommittee decided to put in back in the parking lot and revisit it at a later date based on the fact that that Division had recently exported that function to another operating division recognizing that they had difficulties. **Jenkins will gather information on policy, procedures and the rules regarding the security of taxpayers' data when transmitting via these third parties (ISPs).**
- **Subcommittee 2 – Zgoda** – the committee is working on two issues; the response to Bob Erickson's response to the Schedule D proposal that the committee elevated last year. They believe that he is missing the point. Knispel has invited him to the next subcommittee meeting on March 9, 2007. The second issue is about the minimum requirement distribution for Individual Retirement Accounts. The subcommittee is in the process of retrieving information from brokerages. The subcommittee is looking at asking the IRS to have an open window for those individuals who missed the cut-off date that prevented them from being penalized. The subcommittee is also working on the Online Payment proposal which will allow individuals to make payments to the IRS directly from the bank. Epstein mentioned the information returns delay issue, which subcommittee 2 may be considering as well.

Outreach Report-out by Members

Gadon went to the TAC office on February 14, 2007 to conduct a survey for the TAC Committee. He took advantage of this opportunity to do the TAP "tap dance".

Havey has been working with a community action agency which provides assistance with services like day care and housing along with free tax preparation. She is looking into having TAP and TAS information available to that group as well as on the 211 (Maine's information hotline for citizens) telephone line.

Coston mentioned that last week the TAP managers attended the Congressional Conference in Washington, DC. At this event the Local Taxpayer Advocates (LTA) have a chance to go up to the hill and visit with congressional staff. There were 14 new Local Taxpayer Advocates appointed this past year and Coston had the pleasure of addressing them and informing them of TAP. Coston encourages all members to reach out to their LTAs to share opportunities for outreach they may be able to provide.

Colombo was recently in contact with his LTA and has made a commitment to make a monthly contact.



Zgoda mentioned meetings with the SB/SE stakeholder liaison in your areas, He receives an e-mail when they are meeting and has attended them in the past. Gadon mentioned he also is notified and has attended. **Jenkins will get a listing of each member's pertinent liaison in SPEC to everyone so they can start a dialogue.**

Issue Committee Update

- **Burden Reduction (Barry, Havey, Jason, and Margulies)** Barry - the committee is working with OPERA conducting a survey to identify the five largest issues taxpayers are experiencing.
- **Earned Income Tax Credit (Chen)** Chen - there are two sub committees; Technical and Administrative. The Technical subcommittee is charged with designing and implementing questions to administer to focus groups throughout the country that will identify how well the IRS is communicating EITC with tax preparers. The Administrative subcommittee is charged with identifying the characteristics of the preparers for the focus groups.
- **Notices (Colombo)** Colombo stated that the committee is still in the process of getting started.
- **Ad Hoc (Hom, Parra)** Hom - the Ad Hoc committee is currently reviewing five forms. The Form 1040 revision has now been rescheduled to 2009.
- **VITA (Epstein, Gadon)** Epstein stated that VITA committee is still in the process of getting started.
- **Communication (Whiteside)** Whiteside stated the committee is still getting started.
- **Taxpayer Assistance Center (Zgoda)** Zgoda-the communication committee has 20-25 TAP members administering surveys at various TAC offices in February. Another one in May will be conducted in different offices. The committee is also creating an employee version of the survey to administer.

Other Comments/Questions

Whiteside is having problems with communication in general. She needs to get in contact with staff to get help with logistics, etc... She has located the member handbook on TAP Space. It was suggested that new members be reached out to.

Zgoda noted that if one uses AOL as their browser sometimes you will have difficulty accessing TAP Space. Coston informed us that there has been communication between TAP, LMI (the vendor who maintains TAP Space) and AOL about the problem with AOL's browser. He does not believe there is anything further AOL will do to change what is causing the intermittent difficulties.

Ramirez informed the committee members who have AOL or have any questions about TAP Space to contact Audrey/Marisa or if they experience problems with retrieving information from TAP Space. Whiteside said the messages that are generated directly from TAP Space with the TAP Space link seem to be working well with AOL.

Office Report

Ramirez informed that the Area 1 Town Hall is now again scheduled for March 6, 2007 in Brooklyn. There will be a one hour session for the public to voice issues. After that there will a focus group. It will be held at the Brooklyn Borough President's Hall. Anyone who is interested in attending who is not



local, please let her know as we need to calculate estimates of the cost for travel. For those who will attend, we will be having some short calls to discuss logistics.

All of the phone cards have been ordered by the Seattle Management Assistant Marla Ofilas.

Business card orders have been sent forward for all the new members as well as returning members who requested more.

TAP recruitment period begins March 19, 2007 and runs through April 30, 2007. Area 1 is losing members in New Hampshire, Maine and Rhode Island and will be recruiting there.

Action Items

- Havey – Share with committee Coston’s write-up for the February Joint Committee meeting.
- Jenkins- will gather more information on policy, procedures and the rules regarding the security of taxpayers’ data when transmitting via these third parties (ISPs) for subcommittee 1.
- Jenkins - will get a listing of each member’s pertinent liaison in SPEC to everyone so they can start a dialogue.

Public Participation

None



**Area 1 Committee Meeting Minutes
January 23, 2007
Teleconference**

Designated Federal Official

Fallacaro, Betsy	Boston, MA	DFO
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Committee Members Present (These attendees count for quorum)

Barry, Shaun	Franklin Square, NY	Panel Member
Chen, Betty	New York, NY	Panel Member
Colombo, Paul	Colchester, VT	Panel Member
Epstein, Harvey	Lee, NH	Panel Member
Gadon, Harold	Cranston, RI	Panel Member
Havey, Dorothy	Lincolntonville, ME	Chair, Area 1
Hom, Gim	Acton, MA	Panel Member
Margulies, Howard	North Easton, MA	Panel Member
Whiteside, Deidra	Buffalo, NY	Panel Member
Zgoda, Bruce	Clarence, NY	Panel Member
Jason, Julie	Greenwich, CT	Vice Chair
Parra, Luis	Bronx, NY	Panel Member

TAP Staff

Jason, Julie	Greenwich, CT	Vice Chair, Area 1
Parra, Luis	Bronx, NY	Panel Member
Betsy Fallacaro	Boston, MA	DFO

Other Attendees

Coston, Bernard	Atlanta, GA	Tap Director
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Welcome

Roll Call (quorum has been met)

Chair Training Report Out

Havey updated the committee on the Chair Training held in San Diego. The training was broken up into two sessions, one session was for the area chairs and the other session was for the issue committees. There was a discussion on challenges that the areas have. There were some concerns of overlaps on issues to make sure more than one area was working on the same issue. There was a discussion on nonproductive members or nonparticipating members and how to write a good referral. Havey encouraged the members to do outreach and to report it to the analyst. There was a session on



how to write monthly reports and quarterly reports. There was discussion on how to manage emails from area and issue committees. Ramirez reminded everyone about the outreach form that is used to report outreach. Havey asked Jenkins to remind members to report outreach prior to the monthly committee meetings. Coston stated that if issues are pushed back by joint committee, don't feel that the joint committee is picking on them. The issues must make it through the quality review level. During chair training, the members were allowed to do the teaching. Coston informed the committee that Olson may hold the town hall in NH, or VT. Havey mentioned that Stamford, CT would also be a good location to hold the meeting

Subcommittee Report-Out/New Issue

- **Subcommittee 1**

Epstein discussed the TE/GE Hotline (877)829-5500 as being non responsive. The subcommittee has been testing this number. The 800 number is for those applying for 501C3 status. Previously, when you called, you would receive a message stating they were busy and you must call back. Now when you call, you may get through but it takes some time for someone to pick up. The subcommittee will continue to test the hotline.

Barry discussed a situation with a taxpayer who worked two jobs starting in the middle of the year. Up until the 3rd quarter of the year, her employer took out social security tax based on her salary. Her second employer also took out social security tax based on her new salary. The employers did not talk to each other and the employee over withheld on social security tax. The IRS calculated this and sent her a letter stating she withheld too much money and she would receive a refund. However the correspondence from the IRS was not clear as to why she would receive this check. There was no statement saying that the interest that was earned was taxable. This information was sent out in a pre-read. Havey asked that the committee vote to move this issue forward. Fallacaro states where it says benefits and barriers, it should state it will reduce call volume. Ramirez states that somewhere on the notice it should state that this should be reported as interest income. If anyone has any changes, they should forward them to Jenkins. When the revised version is completed, Jenkins will send this out to the entire committee. Committee approved by consensus.

- **Subcommittee 2**

Zgoda discussed the Schedule D proposal that was sent back to the committee to revise. Knispel will revise the proposal and share it with the committee. Form 8453 was submitted to Toy for presentation but did not make it in time for the JC meeting. This will be presented at the JC meeting on February 7th. The online payment issue was reviewed by the JC and Hom was asked to revise his submission because the last version was not clear. Hom will review the proposal at the next subcommittee call and hopefully move this proposal forward. Jason discussed the IRA issue with people over 70 ½ who need to take required minimum distributions out of the IRAs or 401k's. At times, the taxpayers miss this distribution which causes a 50% penalty. Gadon states that the VITA committee eliminated the self select pin and 8453. Knispel will get someone from the IRS to join in on the call to discuss this issue with the members.

Outreach Report-out by Members

Gadon – reminds members to get in touch with your LTA to support with outreach, did outreach at a center for Autistic children and handed out TAP business cards at an AARP meeting. Gadon is on the list with IRS Public Relations and was invited to IRS Practitioner meeting as a TAP member.

Havey – met with 35 people and discussed TAP

Margulies and Hom – will attend a congressional meeting in Boston in March to do outreach



Issue Committee Update

Burden Reduction Committee – Barry - N/A

EITC Committee – Chen - the group is setting up sub-committees to see how preparers like the new website. A tech group will form moderator guides.

Notices Committee - Colombo – if the Area 1 committee needs support, the VITA committee will help

Vita Committee – Gadon and Epstein worked on some of the manuals for the committee.

Ad Hoc Committee – face to face meeting will be in June

TAC Committee – Zgoda – the committee is working on a customer survey.

Communications – N/A

DFO Report

Fallacaro informed the committee that the Boston office is having the congressional meeting and TAP members will attend. As events come up, Fallacaro will send Jenkins an email to send to all members. Fallacaro will be in DC for a meeting on the hill to discuss the Annual Report to Congress.

Other Comments/Questions

Jason is having a problem getting on TAP Space. Jenkins will work with subcommittee 1 and Knispel will work with subcommittee 2 to help navigate TAP Space. Ramirez informed members that they are now able to go on to TAP Space. Jenkins informed the committee that all agendas will come via TAP Space.

All travel vouchers have been processed from the Annual Meeting.

Sharen Greene is the new LTA for Albany. Jenkins will forward the committee her contact information.

Office Report

Knispel informed the committee that a National News Release will go out introducing new members. Knispel will share the Press Release with the members.

Public Participation

N/A

Next Meeting – 2/20/07 via Teleconference