



2009 Meeting Minutes Area 7

- December 15, 2009
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**Taxpayer Advocacy Panel (TAP)
Area 7 Committee
Annual Meeting Minutes
Tuesday December 15, 2009**

Designated Federal Official

Dorthea (Dorry) Curran

Attendance

John Kim, Chair
Patty O'Neill, Vice Chair
David Kahn
Howard Levine
Lee Battershell
Richard Coonradt
Gary Iskowitz
Cliff Young
Rich Waterman
Sandy Finestone
Ming Ni Lau
Charles Davidson
Sabby Jonathan
John Rodgers

Staff

Judi Nicholas, TAP Manager
Janice Spinks, TAP Analyst
Nina Pang, TAP Analyst

Opening/Welcome/Announcements

Sabby introduced the new Designated Federal Official (DFO) Dorthea (Dorry) Curran.

Sabby welcomed the new panel members, Minnie Lau and Gary Iskowitz.



Sabby thanked John Kim for making dinner arrangements.

A quorum was met for the meeting.

Sabby provided a brief overview of the meeting agenda.

Introductions

Everyone took time to introduce themselves.

Approval of November Meeting Minutes

Janice indicated she will include the titles of the issues that were elevated to the Joint Committee (JC).

John K. asked that the issue title and number of issues noted on page three be included as well.

The meeting minutes were approved noting the aforementioned corrections.

Outreach Overview – Judi Nicholas

Outreach Expectations – Judi indicated the expectation is that members conduct outreach. The TAP staff will not give a set number but the goal is to do something each month.

Judi encouraged the Area 7 members to aim toward a month of 100% participation between January and the end of April.

Judi advised the new members that staff will provide them with a news release which they can use in their local area. Sandy asked if the returning members could have a press release as well; noting it would be beneficial to promote their return to the panel.

Nina informed everyone to e-mail her any requests for supplies; she has brochures and other TAP items that can be handed out during outreach events.

John R. asked for assistance connecting with his Local Taxpayer Advocate (LTA). Judi indicated she will email the LTA asking for her outreach plans for the year. Once received, she will courtesy copy JR; this way he can identify activities he would like to participate in.

Outreach Reporting Requirements

Nina will send an email toward the end of the month asking for outreach activities. A reporting document is included which can be used or not. In the event that a member forgets to report activities for a given month, the information can be included with the subsequent month's information.

2009 Outreach Review

The outreach graph for 2009 was reviewed. It was requested that the graph be updated to include a second bar chart showing the actual number of activities.

Tax Forms & Pubs (TFP) – New Procedures

Judi provided the high points of the new procedures; when an issue comes in that relates to TFP, it will be sent to the TFP Program Owner (via the TFP Analyst). If they feel the issue has merit, it will be sent back to the Area to be worked; the area will then work it like a normal issue. In the event the issue warrants elevation it will be done by the originating Area Committee.

Travel Scenarios - Judi Nicholas

Judi started out by stating she has no problems with her committee members in relation to travel.



However, she felt it necessary to review and discuss various travel scenarios to ensure everyone was clear regarding the expectations regarding to panel members traveling for TAP business.

Travel Vouchers – Shelby McKenzie

Shelby provided the cover sheets for travel vouchers and asked members to sign them; Judi will sign/approve the document; other expenses are to be sent to Shelby later for final processing.

Sabby recognized Charles Davidson, outgoing TAP Chair/Area 7 Member; he was presented with a TAP T-shirt. Patty passed out the shirts that member's ordered and surprised everyone with a nice TAP canvas bag.

Setting 2010 Conference Call and Face-to-Face Meeting Schedules

All agreed the Area 7 monthly conference calls can remain as is; the 3rd Wednesday of each month @ 2:00 pm PT. This information will be posted on TAPSpace.

The following proposals were made for the face to face meeting.

- Half day Thursday, all day Friday & half day Saturday
- All day Thursday & Friday
- All day Monday & Tuesday

DECISION: All agreed to all day Monday & Tuesday. The dates agreed to are June 7 – 8.

Locations: Cost projections will be done for San Diego, Las Vegas, and Orange County/Costa Mesa. Once projections are made we will discuss the information at the January meeting.

ACTION item: Once a location is determined based on projections; we will need to determine if members will drive or fly.

Setting a Quorum – Judi

Last year's quorum was set at 50% plus one.

DECISION – The committee decided to set the quorum at greater than 50%.

Elections – Chair & Vice Chair

Chair Nominations – John Kim and Patti O'Neill were nominated; both accepted the nomination. Each member provided a brief speech regarding what they would bring to the position. Both Patti and John served as Taskforce Leads during 2009.

Ballots were cast and were counted by TAP staff members Janice Spinks and Shelby McKenzie.

DECISION – John Kim was elected to serve as Area 7 Chair.

Vice Chair – Patti O'Neill was elected to serve as Area 7 Vice Chair.

Sabby congratulated John and turned the duration of meeting over to him.

Taskforce (TF) Group Meetings

Each group met for 90 minutes to go over issues they were assigned. This included issues that have been pending in Parking Lot status.



Area 7 Taskforce Reports

Taskforce A Report

Taskforce Members – Richard Coonradt, David Kahn, Howard Levine, and Patti O’Neill

The Taskforce selected Howard Levine to serve as Lead; David K will serve as co-lead.

The outgoing Lead, Patti O’Neill provided the following report.

4545 – Customer Service – A recommendation was made to drop the issue.

REASON: The issue has been addressed by the IRS.

4680 – 1099 MISC – The group is still waiting for research and will keep this issue open.

ACTION: Janice will follow up on the pending research.

5160 – E-mail Communication – The group will continue to work this issue. They will read through the research provided, will incorporate additional information, and will submit more information in January.

5558 – IRS Envelopes - Howard wrote a draft referral; he will add some additional information and will present the updates in January.

5671 – Exam Letter/Timeframe for Taxpayer Response too Short - Charles prepared a draft referral; additional information will be added and they will review the updates at the January meeting.

5806 – E-file Income Requirements - The group feels this is a good issue and Richard will take the lead in working it.

5881 – CP 2000 Notice Minimal Amount - The group feels this is a good issue and Dorry will do research; not sure if this is an isolated issue or not; Lee has an example that she will share as well.

5884 – IRS Notices, Prescreening for Accuracy - The taskforce recommended this issue be dropped; they feel this is an isolated issue.

TFA - Parking Lot Issues

4500 – E-Service Password Changes - This issue goes back to 2008 and they believe there have been changes to e-services passwords. The taskforce made the recommendation to drop this issue due to the changes implemented and the fact that the issue is not persuasive.

5162 – Procedures for Form TDF 90-22.1 - The taskforce would like to keep this issue and follow up on it; they decided to put this issue in the new parking lot and wait six months and revisit the matter.

5411 – The taskforce decided this issue should be dropped in conjunction with 4545.

Taskforce A Monthly Meeting Schedule – Members agreed to meet the 2nd Wednesday of each month at 11:00 am (PT).



Taskforce B Report

Taskforce B Members – Gary Iskowitz, Cliff Young, Lee Battershell, Rich Waterman, and Sabby Jonathan

The taskforce selected Lee Battershell to serve as their Lead.

The following report was provided;

5556 - Correspondence Audits-Scheduling Hearing Dates - The members reviewed and edited the draft referral.

DECISION: Lee will incorporate the final edits and share with the TF for input and completion prior to the next TF meeting.

DECISION – The will also create a second issue to address the inefficiencies and deficiencies of the correspondence audit process; Rich and Gary will champion this issue.

5775 - Filing Name-Matching Process for Businesses - A Subject Matter Expert (SME) on name controls for businesses will be invited to attend the January TF meeting.

5656 - Combined Annual Wage Reporting – CAWR - Rich prepared a draft referral.

DECISION: Rich will send the TF members the electronic version for review and comments prior to the next TF meeting.

5601- Social Security Benefits for Minors – Taxability

DECISION: The Staff analyst will forward this issue to Tax Forms and Pubs for approval.

5807 - Payment Due Dates are Ambiguous

DECISION: The analyst will clarify the law about when a payment is considered to be made; date of post mark or date of receipt. Check for contact information to find the nature of the penalty.

5882 - IRS Return Envelopes - Rich will champion this issue.

5885 - Notification of Penalty Assessments

DECISION: The analyst will determine if the CP2000 letter contains a warning about possible interest and penalties based on the payment date.

TF B - Parking Lot Issues

5479 - Refunds-Processing late Returns – A recommendation was made to drop this issue as it is Legislative.

5481- Form 1096 – Form Title – A recommendation was made to drop this issue. The taskforce does not believe this issue is worth working.

5478 - Audits via Correspondence – The TF decided to keep this as an Active Issue.

DECISION: Combine with issues 5478, 4923, and 5058 with the issue described earlier in the notes and make them active issues. Find out the results of the Area 3 elevated issue 4930.

5058 - Correspondence Audits – The TF decided to keep this as an Active Issue.



4923 - IRS Case Tracking - The TF decided to keep this as an Active Issue.

4922 - Power of Attorney – The TF decided to keep this issue in Parking Lot status for the time being.

5483 - Treasury Regulations – Number 1.1033 (a)-2(c) (3) – The TF decided to keep this as an Active Issue; Lee will champion this issue.

Taskforce B Monthly Meeting Schedule – Members agreed to meet the 2nd Wednesday of each month @ 9:00 am (PT).

Taskforce C Report

Taskforce Members – Sandy Finestone, John Kim, John Rodgers, and Minnie Lau

The taskforce selected John Rodgers as their Lead and Minnie will serve as co-Lead.

The following report was provided;

#5557 - Reward Program – Slow in Paying Out - After reviewing the research, JR investigated the information further...he reviewed the information on the web-site and feels the information is complete and reasonable.

DECISION: Based on the findings, the TF recommended the issue be dropped and send a letter to the taxpayer advising him to check the web-site... providing we have taxpayer contact, JR will draft the letter.

#5673 - Reporting State Refunds - Sandy has spoken to Rich about this and feels it is a Forms and Pubs issue...she will provide additional information and send it to the group for feedback.

ACTION: Janice will forward the issue to the TFP Analyst

#5744 - Form K1 – Erroneous CP2000s – The TF decided to continue working this issue and requested additional information.

#5880 - Payment Posting – Advice Given – The TF made a recommendation to drop this issue.

REASON: The taxpayer was premature in expecting a payment to post in 9 days

ACTION: Janice will check for contact information and if available a letter will be drafted to the taxpayer advising him of the stated time frame for checking on payments; Sandy will draft the letter.

#5883 - Misleading Letters - The TF made a recommendation that this issue be dropped...if there is contact information a letter will be sent.

REASON: The IRS acknowledged there was an error and it was addressed via the IRS web-site; Minnie will draft the letter.

TF-C Parking Lot Issues

#5279 - Retired on Disability & Can't E-file Returns – The TF decided to make this an active issue; JR will investigate the issue further.

#5335 - Free File Fillable Forms – The TF made a recommendation that this issue be dropped.

REASON: Free file fillable forms are not an IRS jurisdiction



Taskforce C Monthly Meeting Schedule – Members agreed to meet the 2nd Wednesday of each month at 2:00 pm (PT).

Open Forum

DECISION: In the interest of time, the committee agreed that all of the aforementioned recommendations brought before the committee could be consented to without going through the specific details.

Member Comments – NA

Closing – Judi acknowledged the members for the fine work they accomplished in their respective taskforce meetings and the meeting was adjourned.



**Taxpayer Advocacy Panel
Area 7 Committee
Meeting Minutes
November 18, 2009**

Designated Federal Official

Judi Nicholas for Dorthea Curran

Attendance

Lee Battershell
Gary Iskowitz
John Kim
Sabby Jonathan
Howard Levine
Patti O'Neil
John Rodgers
Charles Davidson
MJ Lee
David Kahn
Richard Coonradt
Sandy Finestone

Absent

Cliff Young
Rich Waterman
Minnie Lau

Staff

Judi Nicholas, TAP Manager
Janice Spinks, TAP Analyst
Nina Pang, TAP Analyst

Opening/Welcome/Announcements

Judi opened the meeting and Sabby welcomed the members. Nina took roll and a quorum was met.

Sabby announced two new members were officially selected for Area 7. One member (Gary Iskowitz) was on the call and the other person (Minnie Lau) was traveling. Members welcomed Gary to the committee.

TAP Director Shawn Collins had intended to be on the call but unfortunately had a conflict. In her absence, Judi indicated had she been on the call, she would have expressed her and Nina Olsen's thanks and appreciation for the contributions outgoing Area 7 members Charles Davidson and MJ Lee made on the Panel. Both have held significant leadership roles; Charles served as Area Chair and TAP Chair and MJ served as Issue Committee Chair and TAP Vice Chair.

Judi indicated she has personally enjoyed working with both of them and stated they have both made a significant difference in TAP and they will be missed.

Approval of October Meeting Minutes

The meeting minutes were approved as submitted.

Joint Committee (JC) Report – Sabby Jonathan and Charles Davidson

The following information was provided in relation to the JC;



- Charles indicated he has seen a lot of issues come through for JC approval; there were eight issues in November alone, two of which were from Area 7
- Issue #4639 – Downloading F-1099 and #5225-1099-G Income Reporting both have been elevated to the IRS; responses are pending
- A great deal of planning is being done for the Annual Meeting
- Sabby indicated another idea was discussed; assigning mentors to new members...the final decision was to leave it up to the committees to work the issue
- Charles indicated Judi would like this done in Area 7 and that it would not be optional, at least for the Annual Meeting...she wants to focus on ensuring the new members feel welcome; being that there are only two new members this should not be a problem to set up
- Anyone interested was asked to e-mail Judi and she will make assignments
- **TAP Polo shirts** – Patti has sent an e-mail soliciting interest; she will be placing orders and asked those interested to let her know as soon as possible

Taskforce Sub-committee Reports

Taskforce B – Lee Battershell provided the following report;

- **5556 – Correspondence Audits –Scheduling Hearing dates** – The analyst is still waiting for feedback from the Tax Auditor; updated information will be available for review at the Annual Meeting
- **5656 – Combined Annual Wage Reporting** - Rich is re-writing this referral and will present it in December for review.
- **5775 - E-filing-Name Matching Process of Businesses** – Judi is looking for a Subject Matter Expert (SME) to assist with this issue.
- **5601 - Social Security Benefits for Minors-Taxability** – Lee will take on this issue; she will have something prepared for review at the Annual Meeting

Taskforce C – John Kim provided the following report;

- **4661 – Feedback on IRS Web-site** – The IRS responded to the referral that was elevated; the taskforce was satisfied with IRS’ response and impending recommendation; as such, the taskforce recommended the issue be closed as “Closed, Proposal Accepted”
- **DECISION – The committee agreed with the recommendation**
- The taskforce has three other issues that are in various stages of work; they are holding all three for discussion/review at the Annual Meeting. Those issues are:

#5557 – Reward Program Slow in Paying Out

#5673 – Reporting State Refunds

#5744 – Form K1 – Erroneous CP 2000’s Due to Box 9

Taskforce A – Patti O’Neil provided the following report;

- **4680 – 1099 MISC. Procedures** – They are waiting for a response to research that was requested
- **5480 - IRS Toll-Free Service/Expanded Service/Technology** – The taskforce recommend this issue be dropped; they received information indicating the IRS is moving toward enhancing their technology
DECISION – The committee agreed with the recommendation to drop this issue.
- **5160- E-mail Addresses for Tax Examiners** – They will work this issue at the Annual Meeting



- **5558- IRS Envelopes Are Translucent** - Howard will prepare a draft referral for review/discussion at the Annual Meeting
- **5671- Exam Letter- Short Timeframes for Taxpayer Response** - Judi recommended more research be done to see what the IRM says in relation to how examiners/auditors are to handle these matters; the TF-group agreed to this recommendation; John will provide a copy of the letter to assist with the research

ACTION: The analyst will complete the research and bring the information to the Annual Meeting for further review before elevating to the JC.

Judi made the recommendation that Gary joins Taskforce – A & Minnie joins Taskforce – C; all agreed this would be fine. Sandy volunteered to be Minnie’s mentor during the Annual Meeting.

Review of October Outreach

Sandy indicated we are doing a good job and expects great things in the coming year.

Annual Meeting Update

Judi indicated all taskforce groups have agreed how they will operate during the annual meeting; issues have been determined. Staff will complete the requested research.

The agenda for overall meeting is almost confirmed. This year there will be slots where members get to choose the workshops they want to attend.

Area 7 will have a total of 5 total hours of meeting time; about 2 hours will be devoted to individual taskforce meetings and there will be time for taskforce reports.

Richard asked about issue committees. Judi indicated we have the issues from Wage & Investment (W & I) and we are still waiting for Small Business Self Employed (SBSE) issues. It is anticipated that we will have all projects by the week of November 30th so an e-mail can be sent out asking members for their top three choices; returning members will get 1st priority.

Sabby gave accolades to staff for everything that has gone into planning the Annual Meeting.

Annual Meeting Social time

Tuesday evening there will be a social hosted by the hotel; Wednesday night is set aside for Area Committee dinners & Thursday is set aside for Issue Committee Dinners, which is optional. John Kim volunteered to locate a restaurant for an Area 7 dinner.

Success Stories

No success stories were offered.

Member Comments/Other Business

John R. had a potential new issue dealing with CP 2000’s that he wanted to discuss. Sabby suggested he discuss it with his taskforce group for consensus as to whether or not the issue has merit.

Meeting Closure – Judi closed the meeting.



**Taxpayer Advocacy Panel
Area 7 Committee
Meeting Minutes
October 21, 2009**

Designated Federal Official

Dorothea (Dorry) Curran

Attendance

MJ Lee
John Kim
David Kahn
Howard Levine
Patti O'Neil
Sabby Jonathan
Clifford Young
Charles Davidson
Richard Coonradt
Lee Battershell
John Rodgers

Staff

Judi Nicholas, TAP Manager
Janice Spinks, TAP Analyst
Nina Pang, TAP Analyst

Guest

Minnie Lau
Gary Iskowicz

Absent:

Sandy Finestone
Rich Waterman

Opening/Welcome/Announcements

Dorry opened the meeting and Sabby welcomed the members. Nina took roll and a quorum was met.

The two guests on the call were welcomed. They are potential new Area 7 panel members who were invited to join the call by Judi; Minnie is from the Bay Area and Gary is from Los Angeles.

Approval of September Meeting Minutes

The meeting minutes were approved as submitted.

Joint Committee (JC) Report – Charles Davidson & Sabby Jonathan

Charles indicated he was in travel status last month and therefore did not attend the JC meeting.

Charles provided a brief overview of the meeting with the IRS Commissioner. During the meeting, the panel shared key issues they have been hearing from taxpayers. Charles indicated the Commissioner was very receptive and asked lots of interesting questions. It was clear to the panel that there is full support from IRS Commissioner, Doug Shulman and National Taxpayer Advocate (NTA), Nina Olsen of the work that is being done in the TAP. They also had the opportunity to meet the Deputy Commissioners of W&I and SBSE, which was also enlightening. Overall it was an extremely good meeting and was very productive.



Sabby concurred with the information Charles presented in regards to the meeting with the Commissioner and NTA.

Sabby indicated there was nothing significant from the JC meeting that needed to be shared.

Taskforce Group Reports

Taskforce C – John Kim – John reported on the following;

The group is currently working three issues and should have one next month to elevate. During their last taskforce meeting, they received direct feedback from Beth Krappweis an Information Technology Specialist with the IRS in regards to issue #4661 - Feedback on IRS Website, which was elevated. Beth prepared a power point presentation which outlined the process of the website; she also explained timetables for responding to various inquiries. At the end of the presentation she said they were going to evaluate how to incorporate some of the suggestions outlined in the referral. The taskforce members expressed they found this presentation to be very beneficial and they greatly appreciated Beth taking the time to provide the information.

TAP staff has requested a memo outlining the suggestions that will be implemented as a result of the issue referral.

Taskforce A – Patti O’Neil – Patti reported on the following;

Issue #5160 - E-Mail Addresses for Tax Examiners - A referral was written up and submitted to QR. Since the review, there have been some new policies implemented that allow e-mail exchange to take place in certain instances; however, Patti finds that it is very sporadic and plans to go forward with elevating this issue, asking that the IRS educate and encourage employees to provide e-mail addresses as outlined in the current procedures.

Issue #5671 Exam Letter-Timeframe for Response – Howard submitted this issue. Charles is in the process of writing up a draft referral where they will propose two alternative suggestions.

Issue #4680 1099 MISC Procedures – This issue was elevated and a response has been received from the IRS. The group felt the response was fine on the surface, however, they have additional questions (which are being researched by the analyst) before they decide how to close the issue. From their perspective, there are some challenges with the changes the IRS plans to implement.

Sabby indicated he considers the response a success because the IRS is going to modify the form and feels they recognized the issue and accomplished the objective of the issue.

Action Items:

- The Analyst will follow up on the rebuttal letter that was submitted regarding IRS’ response to Issue Referral #4545 - Customer Service Complaints; as well as the status of Issue #5544 – Incorrect Version of Publication 1 on IRS Website, which was referred to SAMS
- The Analyst will incorporate dates of elevation on the issue matrix so we can determine when it is appropriate to follow up on an issue

Taskforce B – Cliff Young – Cliff reported on the following;

Two issues have been elevated to the JC; they are #4639 - Downloading F-1099 and #5225 – 1099-G Income Reporting.



They have four new issues that are being worked; research is pending on each of them.

Other Matters of Interest

Sabby asked the taskforce groups to keep in mind November is the last opportunity to submit issues to the JC for the year.

Charles indicated the JC will not hold a regular meeting in December and therefore any issues for elevation to the JC between now and November will not be looked at until February due to the Federal Register notification.

Judi asked the taskforce groups to discuss agenda items for their respective meetings (during the annual meeting) at their next conference call.

Review of September Outreach

There were 23 outreach events, reported by 8 individuals. Sabby reminded everyone that outreach is a vital part of what panel members are charged with. Sabby indicated he is still looking for a month of 100% participation.

Annual Meeting Update

The draft agenda for the Area 7 Committee meeting was shared and reviewed. The time allotted for the meeting will be 5 hours. In preparing the draft, staff took last year's agenda and incorporated information relative to this year.

The following suggestions were made in relation to the agenda;

- Since there will only be 2 new members, spending an hour on a "TAP Overview" would not be productive use of time; most of that information will be covered in orientation
- Hold an open discussion about items unique to the Area Committee the new members may need to know; this could be accomplished in about 15 – 20 minutes
- After the introductions go into taskforce meetings, follow with the taskforce reports and then hold the open forum
- Continue the practice of triaging new issues in the taskforce groups opposed to the full committee
- Change taskforce meeting time to 2 hours
- Setting 2010 conference call dates – Judi's hope is to provide the current meeting/date times to new members (hoping they will have no conflicts) and just decide on the location of the FTF meeting
- Elections for Area Chair and Taskforce Leads – Sabby encouraged members to consider being nominated for these positions; he indicated leadership positions are something that everyone should consider

ACTION: Janice will re-work the agenda and it will be discussed at the next full committee meeting.

Success Stories

Issue #4661 Feedback on IRS Website– The Subject Matter Expert (SME) educated the members on the process of the IRS Website's Help Desk, leaving the members with a positive feeling; the referral also resulted in some changes to the system.

Patti attended a Town Hall for the Society of Enrolled Agents where she gave a ten minute presentation about the TAP; there were 140 in attendees and the discussion was lively. She also passed out brochures.



Lee indicated she attended the same Town Hall that was held in Sacramento. Lee thanked Nina for the handouts she provided.

Charles attended an event in Fresno, which was well attended and there were lots of good questions about the program.

Howard gave speech to program officers at a major endowment got very interesting reaction. Also gave a presentation at the college he speaks at and got a more favorable response.

The visit with the IRS Commissioner was a great success. It was evident to the members that he is very knowledgeable about the TAP and was very interested in hearing from the panel. Sabby noted that the local paper in his area did an article about the visit and did a Q&A session with Sabby about the program. A portion of the article noted information on how to provide feedback and submit issues to the panel.

JR attended the American Institute of Certified Public Accountants (AICPA) council meeting and spoke to the CEO and Vic Chair about the TAP.

Member Comments/Other Business

TAP T-shirts – Judi advised the members that TAP staff ordered t-shirts with the TAP logo and some members expressed an interest in having one. Judi indicated staff will not be involved in ordering but will provide them with the information to place orders for anyone interested.

ACTION: Patti volunteered to take on coordinating this effort for those wanting to order a shirt.

Cliff talked about “Linked In” a social network site that he discussed during the Communication Committee meeting last year. Several panel members have joined the site, which has proven to be a good venue to talk to the public and get potential issues. Anyone interested can let Cliff know and he will send an “invite” to join this site. It was reiterated that this site is sponsored by TAP members and IRS employees are not allowed to interact on the system.

Charles indicated Sabby is officially the New TAP Chair and Tom Walker is the Vice Chair. Charles will be working with Sabby to ensure a smooth transition.

Charles echoed what Sabby said about leadership within the TAP and encouraged all members to consider a leadership position for upcoming year.

Closing – Dorry thanked everyone for their participation and officially closed the meeting



**Taxpayer Advocacy Panel
Area 7 Committee
Meeting Minutes
September 16, 2009**

Designated Federal Official

John Tam (Current DFO)
Dorothea Curran (Future DFO)

Attendance

David Kahn
Lee Battershell
Howard Levine
Richard Coonradt
Charles Davidson
MJ Lee
Sabby Jonathan, Chair
Sandy Finestone
Patti O' Neil
John Rodgers
John Kim
Rich Waterman

Staff

Judi Nicholas, TAP Manager
Janice Spinks, TAP Analyst
Nina Pang, TAP Analyst

Absent

Cliff Young

Opening/Welcome/Announcements

John opened the meeting and Sabby welcomed the members. Nina took roll and a quorum was met.

Dorothea Curran joined the call and John introduced her as the new Area 7 DFO. She indicated she is excited about the appointment and is looking forward to working with the TAP.

Approval of August Meeting Minutes

The August meeting minutes were approved as submitted.

Sabby thanked Sandy for chairing the August meeting in his absence.

Joint Committee (JC) Report

Sabby provided updates regarding Area 7 issues sent to the JC.

Charles indicated the JC met in Atlanta for their face-to-face meeting. The quality review process was discussed at length. The goal is to ensure issues do not get stuck in the process and that the issues being sent forward are significant. They are working on revisions to the process and expect to be done by the end of September.

The meeting with the IRS Commissioner, National Taxpayer Advocate (NTA), the Deputy Commissioner of W&I and SBSE was scheduled for September 22, 2009. Sabby Jonathan was the



representative from Area 7 along with Charles Davidson, TAP Chair, Ken Wright, TAP Vice Chair, and Dean Conder, Area 6 Chair.

The JC addressed a number of issues that had been elevated. Issue #4680 1099-MIS Procedures, submitted by Area 7 issue was approved for elevation to the IRS. Congratulations to Taskforce A members.

Judi provided information to the JC regarding the New Member orientation in relation to the Annual Meeting. A team has been formed and they are working diligently to ensure the orientation is a success.

There will be a change in how workshops are presented at the Annual Meeting. This year members will have a choice in what sessions they would like to attend. More details forthcoming on this process.

Sabby indicated the meeting was well organized and goal oriented and Charles did a great job facilitating.

Taskforce Sub-committee Reports

Taskforce A – Patti O Neil- The sub-committee recommended the following issues be dropped. Patti provided a brief summary of each. Patti also provided a synopsis of the issues that the taskforce decided to keep and look at further.

- **5510 – Toll- Free Manager Call Backs** – Consensus was reached to drop this issue.

Reason for dropping the issue - There are various other issues related to this matter being worked.

- **5633 – Tax Forums-Service to Customers** – Consensus was reached to drop this issue.

Reason for dropping the issue – It is out of TAP's scope.

- **5653 – Campus Contact for CP 2000** – Judi recommended that the committee look at combining this issue with the Area 6 issue.

DECISION: The sub-committee agreed with the recommendation and will change the issue status to "Combined" rather than "Dropped".

- **5678 – Staffing – Practitioner Priority Hotline** – Consensus was reached to drop this issue.

Reason for dropping the issue – The IRS has a method in place to monitor their phone systems.

- **5764 – Military – Temporary State Residency** – Consensus was reached to drop this issue.

Reason for dropping the issue – The issue is germane to the state rather than the IRS; TAP has no jurisdiction over state tax issues.

- **5644 - Self Employed Taxpayers – Calculating Taxes** – Consensus was reached to drop this issue.



Reason for dropping the issue – The issue is legislative.

Taskforce B – Rich Waterman (presenting on behalf of Cliff) - It was recommended that the following issues be dropped. Rich provided a brief summary of each. Rich also provided a synopsis of the issues that the taskforce decided to keep and look at further.

- **5639 – Toll Free Line – Language Barriers** – Consensus was reached to drop this issue.

Reason for dropping the issue – The issue is not systemic or pervasive.

- **5647 – Tax Practitioners – Lack of Feedback** – Consensus was reached to drop this issue.

Reason for dropping the issue – This is not a systemic issue; isolated issue and there is no contact information to follow up for further details.

- **5672 – Federal Employees – Tax Oversight** – Consensus was reached to drop this issue.

Reason for dropping the issue – This is an employee/employer issue and all taxpayers filing jointly/separately are held accountable for taxes being filed.

- **5743 - Business Inquiries – Incorrect Tax Advice** – Consensus was reached to drop this issue.

Reason for dropping the issue – The issue is too broad; TAP has had similar issues with employees providing incorrect information. The IRS has been working on the issue of employees providing incorrect information.

- **5251 – 1040 ES Packages** – Sabby indicated issue #4628 was elevated to the IRS/SAMS by Area 3 and therefore, he recommended this issue be dropped.

DECISION: Consensus was reached to drop this issue.

Taskforce C – John Kim - It was recommended that the following issues be dropped. John provided a brief summary of each. John also provided a brief synopsis of the issues that the taskforce decided to keep and look at further.

- **Issue Referral - 5109 POA Bulk Termination by Practitioners** - Judi indicated the issue appears to be more of a Forms/Pubs issue because the proposed solution speaks to updating the information in existing forms/publications so that the process is clear.

DECISION: The taskforce agreed to forward the issue referral to the Forms/Pubs Issue Committee.

JR publicly thanked the Taskforce C members for assisting him in writing the referral.

- **5604 – Turbo Tax – Taxed At Wrong Rate** – Consensus was reached to drop this issue.

Reason for dropping the issue – The responsibility falls on squarely Turbo Tax, not the IRS.

- **5640 – CP 2000 – Format** – Consensus was reached to drop this issue.



Reason for dropping the issue - CP2000 notice is a notices committee issue and there are issues related to this being worked.

- **5651 – Toll Free – Wait Time Announcement** – Consensus was reached to drop this issue.

Reason for dropping the issue – This issue has been addressed numerous times in TAP; the IRS is aware of the issue and is working on addressing the matter.

- **5657 – Debit Cards for Refunds – consensus** – Consensus was reached to drop this issue.

Reason for dropping the issue – This suggestion is not practical, there would be significant costs involved and lends itself to identity theft.

Review of August Outreach – Sandy Finestone

Sandy thanked all for the efforts in completing outreach over the summer months.

Sandy asked if there was a way the members could be more informed about public meetings where TAP members could attend.

ACTION: Sandy will follow up with Judi to find out if there is a way this can be accomplished.

Judi noted that there were thirteen outreach events in the month of September and sixty-five more this year than last year this time; there were also more mass media types of outreach.

Success Stories

Sabby expressed thanks to Area 7 Analyst Janice Spinks for all of the hard work she has been doing in supporting the committee and especially for creating the excel spreadsheet showing the status and taskforce assignments of all Area 7 issues.

Member Comments/Other Business

Sandy asked if we could reverse the order of the taskforce reports for future meetings so that Taskforce C does not continually have the least amount of time to report on their accomplishments.

ACTION: Janice will change the order for the next meeting.

Closing – John thanked everyone for their attendance and participation; the meeting was officially closed.



**Taxpayer Advocacy Panel
Area 7 Committee
August 19, 2009**

Designated Federal Official

John Tam

Attendance

Charles Davdison
Sandy Finestone (Vice-chair)
David Kahn
John Kim
Howard Levine
Patti O'Neill
John Rodgers
Cliff Young

Absent

Lee Battershell
Richard Coonradt
Sabby Jonathan (Chair)
MJ Lee
Rich Waterman

Staff

Dave Coffman, Program Analyst
Nina Pang, Program Analyst

Member of the Public

Jeffry Bernstein

Opening

John Tam opened the meeting.

Roll Call

Nina took roll and a quorum was met.

Welcome/Announcements

John Tam announced that Dorry Curran was recently selected to be the new Area 7 Designated Federal Official (DFO). She is the Local Taxpayer Advocate (LTA) in Los Angeles and has an Exam background. She has a wealth of TAS knowledge. Dorry was not able to attend today's meeting.

Sandy welcomed and thanked everyone for attending. She explained that several members of the committee were traveling to Atlanta for the Joint Committee meeting.

Approval of Meeting Minutes (July)

The July meeting minutes were approved as submitted.

Joint Committee Business

Sandy will leave the Joint Committee business for Sabby. He will report about Joint Committee business at the next meeting



Taskforce Sub-committee Updates

Taskforce A – Lead, Patti O’Neill

- **Issue #4680 (1099-MISC Procedures)** - This issue deals with erroneous Form 1099s and was forwarded to the Joint Committee. Charles confirmed this is on the Joint Committee’s agenda for Friday morning.
- **Issue #5160 (E-mail Contacts Between Taxpayer/Representative)** – Patti is rewriting this referral and she will resubmit this to the subcommittee.

Sandy reported that they will not be triaging issues at this meeting. Janice received 23 new issues and she will randomly assign them to each subcommittee and send them out soon.

Taskforce B - Lead, Cliff Young

- **Issue #5251 (1040-ES Packets)** –The subcommittee wanted to incorporate some information from similar issue from Area 2. Sabby was not present at the last meeting to address the issue.

Charles updated the committee on the Joint Committee discussion about quality review of issues to be elevated to the IRS. He asked each area committee to nominate at least one person to serve on a newly formed committee Sandy stated that Lee volunteered to serve as the Area 7 representative on the quality review committee.

Taskforce C – Lead, John Kim

- **Issue #5109 (Cancellation of Powers of Attorney (POAs))** - JR has completed the referral and forwarded it to the subcommittee for review at their September meeting. The issue should be ready for review by the committee at the September meeting.
- **Issue #4661 (IRS Website Feedback)** – This was returned from the Joint Committee quality review. MJ took some of their suggestions and incorporated them into the referral. The recommendation is part of the Area 7 pre-reads. John thought the new version read better. He recommended this new version of the referral be forwarded to the Joint Committee.

DECISION: The committee gave their approval to resubmit issue #4661 to the Joint Committee.

- **Issue #5279 (Retired On Disability – Can’t E-file Returns), #5335 (Free file Fillable Forms – N/A Fields) and #5484 (IRS Electronic Free File Fillable Forms Program)** – All three issues related to E-file and were looked at as a package. John informed the committee that #5484 dealt with the Form 1099R. The subcommittee recommended this issue be split from the three and closed. The subcommittee would like to provide a response to the submitter of the issue.

DECISION: The committee agreed to close issue #5484 and notify the submitter of the issue.

- **Issue #5335**, Area 5 had a similar issue; the subcommittee recommended this issue be put on hold awaiting the outcome of Area 5 issue #5288. Cliff recommended this issue be transferred to Area 5 for them to monitor.

DECISION: The committee decided to transfer issue #5335 to Area 5. Nina will contact the Area 5 analyst to transfer issue #5335 to Area 5.



- **Issue #5279**, this was originally Taskforce B's issue. Taskforce C would like to transfer it back to taskforce B.

DECISION: Issue #5279 will go back to Taskforce B.

Quality Review

This topic was briefly discussed earlier. Sandy suggested they wait until Sabby returns from the Joint Committee to discuss this at length.

Review July Outreach

Sandy reminded everyone about the casual outreach conversations panel members have; they should be reported on the monthly outreach spreadsheet. She thanked everyone for participating in outreach reporting.

Patti asked about how mass outreach activities such as media articles or tax forums are counted. Nina responded that the outreach audience totals are provided by the media source. If the member lists the media source but does not know the audience count, Nina will contact that newspaper, TV or radio station to inquire about the audience count. Audience counts can vary depending on the day. Dave and Nina explained that the Area 7 outreach chart measured number of events, not the audience count. The Tax Forum Patti attended was counted as one outreach event.

Success Stories

John Kim participated in a Personal Finance Expo. The IRS set up a booth and banks and other financial institutions were present. There were about 3000 – 4000 attendees who picked up financial information.

JR met with an Alaskan senator and discussed his role in TAP. JR informed the senator that if the senator received complaints which were systemic, JR would be interested. He will contact other senators about TAP.

Member of the Public Comment

Mr. Bernstein inquired about the Offer in Compromise (OIC) program, which he thought was a slow. Sandy suggested he contact Nina to submit his issue. Howard suggested that Mr. Bernstein be very specific when he submits his issue, to say it was slow would be too general, but to include his process and include a chronology of events.

Annual Meeting

Charles asked for any feedback which he could take to the Joint Committee meeting regarding the annual meeting workshop topics.

Howard thought the topics seemed fine, but he thought that the time members spent in their area or issue committees was truncated and they seemed to spend more time in groups being talked to rather than talking among themselves.

Charles thought they made some positive changes to this year's workshops based on feedback.

Closing

John Tam closed the meeting.



**Taxpayer Advocacy Panel
Area 7 Committee
July 15, 2009**

Designated Federal Official

Judi Nicholas

Attendance

Charles Davidson
Sandy Finestone (Vice-chair)
Sabby Jonathan (Chair)
David Kahn
John Kim
MJ Lee
Howard Levine
Patti O'Neill
John Rodgers
Cliff Young

Absent

Lee Battershell
Richard Coonradt
Rich Waterman
John TAM, Designated Federal Official (DFO)
Janice Spinks, TAP Analyst

Staff

Dave Coffman, Program Analyst
Nina Pang, Program Analyst
Judi Nicholas, acting Designated Federal Official

Opening

As Acting DFO, Judi opened the meeting.

Roll Call

Nina took roll and a quorum was met.

Welcome/Announcements

Sabby welcomed and thanked everyone for attending. He also thanked the TAP staff for their hard work in putting together a productive face-to-face meeting and David Kahn for arranging for the meeting space.

Approval of Meeting Minutes (June Face-to-Face)

The June meeting minutes were approved as submitted.

Taskforce Sub-committee Updates

Taskforce A – Lead, Patti O'Neill

- **Issue #5544 (Incorrect Version of Publication 1 on IRS Website)** –This issue was forwarded to the Joint Committee quality review sub-committee (QR)
- **Issue #4680 (1099-MISC Procedures)** - This issue was forwarded it to the Joint Committee quality review subcommittee (QR).



- **Issue #4545 (Customer Service)** – Judi stated that this issue does not go to QR and will go directly back to the IRS. The subcommittee prepared a rebuttal to the IRS response. Judi confirmed that she had the latest version of the issue package. The package will be forwarded to the IRS by Friday.
- **Issue #5160 (E-mail Contacts Between Taxpayer/Representative)** – When Patti completes the referral she will forward it to the TAP analyst.
- **Issue 5162 (Procedures of Form TD F 90.22-1)** – this is the subcommittee’s new active issue. They have requested research on this issue.
- Taskforce A is ready for new issues.

Sabby requested more issues for all taskforces; they were all ready to go through another triage session. There are some new issues on the database.

ACTION ITEM: Janice will assemble a new list for Area 7.

Taskforce B - Lead, Cliff Young

- **Issue #4639 (Downloading Forms 1099 and 1096)** –Lee edited this issue based on feedback from the members at the face-to-face meeting and it is now ready to be forwarded. Sabby commended Lee’s efforts on this referral.

DECISION: The full committee approved issue #4639 and it will be forwarded to QR.

- **Issue #5225 (Reporting 1099-G Information on 1040)** - Richard revised this issue after the face-to-face meeting and it is now ready to be forwarded. Judi informed the committee of the steps once it is forwarded to the Joint Committee analyst. After the Joint Committee’s approval, this issue will be forwarded to the Wage and Investment Operating Division (W&I).

DECISION: The full committee approved this issue and it will be forwarded to QR.

- **Issue #5251 (1040-ES Packets)** –There was additional information regarding Form 1040-ES packages, which is that approximately 4 million Forms 1040-ES packages are sent out each year to taxpayers who have their returns prepared by professional tax preparers. Additionally during the last taskforce meeting, the sub-committee was informed that Area 2 had a similar issue (# 4628 (Estimated Tax Packages). The committee talked about both issues.

DECISION: Sabby will incorporate issue #4628 into his referral.

ACTION ITEM: Dave will assist Sabby with the wording to incorporate issue #4628.

Taskforce C – Lead, John Kim

- **Issue #4661 (Feedback on IRS Website)** – this issue has been forwarded to the Joint Committee QR.
- **Issue #5109 (Cancellation of Powers of Attorney (POAs))** - JR is still working on finalizing this. Sandy informed the committee that while she was at the Las Vegas Tax Forum, she attended a presentation on cancellation of POAs. The presenter described a very easy way to cancel POAs. Sandy will email the information to the group. This may be an easier way to cancel POAs, but since it is not widely known, there may be a way to incorporate the information into the Form 2848 (Power of Attorney and Declaration of Representative).
- The sub-committee’s next active issue is three issues on fillable E-file forms, **issue #5279 (Retired On Disability – Can’t E-file Returns), # 5335 (Free File Fillable Forms) and #5484 (IRS Electronic Free File Fillable Forms Program)**. These three issues may be combined. John Kim and MJ will look at these three and try to narrow the scope of the problem.



Sabby informed the committee that he had asked Judi and Janice to design an Excel matrix like the one the Forms and Pubs issue committee uses. It will be up-to-date document which will allow the committee to add and delete issues and at a single glance, see all the Area 7 issues and their current stage in the process. Sabby thanked Rich Waterman for sharing this idea with him and Janice in advance, for creating the matrix. The matrix should be ready by the next meeting.

Review June Outreach

Sandy reviewed the June outreach graph. She indicated that the June totals were better than April and May, but not as productive as the beginning of the year. She asked that each member try to conduct one outreach every month.

Judi made an observation that as the number of outreach events goes down, so does the number of new issues received. This will limit the number of issues Area 7 will be able to triage during next month's call.

Sandy noted that Janice said she had received about 23 new issues during the tax forum. Judi said all the issues will be entered onto the database, but not all those issues will be for Area 7. They will be assigned to the area where the taxpayer lives.

Cliff added that during his outreach with tax professionals, he received more problems that were individual versus systemic. One problem which has come up a couple of times is a letter received by the taxpayer where the IRS sends out correspondence about seven months after the taxpayer sent in their response to the IRS, thanking them for the taxpayer's letter and they will look into the matter. Judi thought this would be a good issue. Some of the other panel members also heard this problem in the past. Cliff will obtain the information and write up the issue.

ACTION ITEM: Cliff will write up the issue of untimely correspondence.

Success Stories

Howard expressed his thanks to the Taxpayer Advocacy Service (TAS) on behalf of one of his clients had a \$233,000 refund which was held up and didn't know what to do. TAS was contacted and within 60 days, the refund was issued. Howard believes if TAS was not contacted, his client would still be wondering where their refund is. Sabby asked Charles to take Howard's story and share it with the Joint Committee.

ACTION ITEM: Howard will email Charles the information so Charles can share this with the Joint Committee.

Joint Committee Business – Charles Davidson

- Charles informed the committee that the IRS sent out a press release yesterday about the regulation of tax preparers. By the end of the month, IRS will setup focus groups with stakeholders and interested parties. One of those stakeholder groups will be TAP.
- The Joint Committee is preparing for their face-to-face in August. They expect many issues this month and next month.
- Charles thanked everyone for their good work. He is proud of everyone and wanted them to keep up the good work.

Member Comments/Other Business

Patti reported that the Las Vegas Tax Forum was held last week and approximately 4200 people were in attendance. The hotel was a new venue for the tax forum. Patti indicated they did not receive as much foot traffic as they expected, because the TAP table location

Sandy thought if TAP could not participate in all the tax forums due to budget restrictions, there may be volunteers who live near-by who could just go and volunteer their time. Judi said she would pass that along for next year, if there were budget restrictions.



Sandy also thought that during the presentations, the speakers could mention that TAP and other groups had tables outside.

Judi informed the committee that she hoped within the next three weeks; Janice will be able to enter all the new issues received at the Las Vegas Tax Forum, onto the database. The Seattle staff will be limited in the month of August. During the August meeting the committee will triage new issues. Janice will not be attending, but Judi, Dave and Nina will attend the August meeting.

JR mentioned that his Earned Income Tax Credit (EITC) Issue Committee accomplished so much work, that they were asked to have another face-to-face meeting. JR wanted to know if that was normal. Judi responded that it was not normal, but the operating division was paying for all the travel expenses so the issue committee was clearly providing valuable input to the program owner.

Closing

Judi closed the meeting.



**Taxpayer Advocacy Panel
Area 7 Committee
Annual Meeting Minutes
June 4 – 6, 2009
San Francisco, CA**

Thursday, June 4, 2009

Friday, June 5, 2009

Saturday, June 6, 2009

Thursday, June 4, 2009

Designated Federal Official

John Tam

Attendance

Lee Battershell
John Rodgers
John Kim
Sabby Jonathan
Charles Davidson
David Kahn
Richard Coonradt
Rich Waterman
Patti O' Neil
MJ Lee
Howard Levine

Absent

Sandy Finestone
Howard Levine (first day only)

Staff

Judi Nicholas, TAP Manager
Janice Spinks, Program Analyst
Nina Pang, Program Analyst

Opening/Welcome/Announcements

John opened the meeting and Sabby welcomed the members. A sufficient number of members were present for a quorum.

Sabby thanked David and his firm for providing the meeting space.

John Tam announced his new position as the Area 7 Director. He will stay on as the DFO through the end of the fiscal year. A replacement will be selected in time for the Annual Meeting.

Judi went over administrative items as follows;

- TAP Secretary, Lisa Gabriel will be handling travel vouchers. Members were advised they could provide Lisa with information via e-mail or US mail. She will then prepare the voucher for signature. Once signed, they are to be mailed to Judi in the Seattle office.



- **Expense Reports** - Judi informed everyone that the form could be completed and returned to her prior to leaving the meeting or they could mail them to the secretary as stated on the document.
- **Tax Exempt Forms** – Members/staff were advised to complete and return the document to Nina.

Member introductions

Everyone took time to re-introduce themselves to the group.

Joint Committee Report – Charles Davidson

- Charles stated several issues are up for review
- Two Ad-Hoc sub-committees have been formed; one is to explore how to deal with the IRS when they have not completely responded to the recommendation(s); the second sub-committee is to formulate a presentation to the commissioner and the National Taxpayer Advocate (NTA)
- It is anticipated that the 2008 TAP Annual Report will be complete by the end of June at which time, it will be presented to the Commissioner and the NTA

ACTION: Richard Coonradt volunteered to serve on the sub-committee to make the presentation to the Commissioner and NTA.

Approval of May Meeting Minutes

The May meetings minutes were not posted on TAPSpace and therefore were not reviewed.

ACTION: Janice will post them on TAPSpace for members to review/approve.

2009 Tax Forums – Judi

- TAP will only participate in three forums this year. Area 6 and 7 will participate in the Las Vegas forum and will be represented by panel members Kirsten Ball and Patti O’Neil respectively. Staff support will be provided by TAP Analyst, Janice Spinks and Milwaukie TAP Manger, Roy Block
- TAP will hold a Focus Group session on Wednesday evening
- It was noted that The Tax Forum is a good opportunity for outreach and to obtain new issues

Annual Meeting Update – Judi

- The Annual Meeting will be held Dec. 14-18th; travel days are the 14th & 18th. The 18th is also being set aside for Chair Training; Those staying for chair training will travel on Saturday; We will be staying at the Capitol Hilton
- A committee comprised of staff & panel members has been formed to plan the meeting
- A request is forthcoming to solicit feedback on workshop topics
- Staff is working on incorporating the outreach workshop with the new member orientation for day one
- The Issue and Area committees will be slotted five hours of meeting time
- Judi will be leading efforts to devise the content of the new member orientation; there will be a series of tele-conferences for 2nd year members to provide feedback on the session

The following suggestions/comments were made in relation to the Annual Meeting;



- Sabby indicated it is worth separating new members from returning members for some of the sessions
- Sabby would like to see a summary report of what was done in the prior year regarding issues that were worked/elevated etc; Judi indicated "a state of TAP" could be incorporated as part of the plenary session on day one and could be given by the chair with a handout summarizing the information
- Richard C. would like to join the sub-committee as well; he also suggested that new members be given information on the IRS and the organization structure

Recruitment Update – Judi Nicholas

- There were a total of 901 applications this year, which is the second largest number since the TAP's inception
- A team of 10 individuals ranked the packages in DC and ended with approximately 400 applicants for potential interview
- Area 7 will have 2 vacancies; one person will be replaced from the alternate pool
- Interviews will begin the week of June 8th; Judi will be selecting alternates in Alaska, Hawaii and Nevada
- The interviews will be done by June 30th and the applications will go to the NTA, Nina Olsen by the end of July; the goal is to have notifications to applicants by mid October
- Judi thanked everyone for participating in the interview process
- Members were asked to consider being available if an applicant wanted to speak with a member prior to their interview

Taskforce Sub-committee Reports

Taskforce A – Lead, Patti O Neil

- The sub-committee has elevated one issue thus far. The response has been received and will be discussed in their breakout session
- They will be drafting referrals for Issues #4680 1099 MISC and #5444 Incorrect Version of Publication 1 on the IRS Web-site
- They had several new issues to be reviewed during their breakout session as well

Taskforce B – Lead, Cliff Young

- They will be working on two draft referrals; one #5225 dealing with Form 1099-G and the other #5251 dealing with 1040-ES Packages
- They had an issue dealing with customer service, which was dropped because Area 3 had elevated a similar issue; they have placed that particular issue in the parking lot pending the outcome of Area 3's referral

Taskforce C – Lead, John Kim

- They are working three active issues; 4661-Feedback on the IRS web-site, 5109 Cancellation of POA's, referrals will be drafted for both of these issues. The other issue being worked deals with audits and is being lead by Sandy.

Judi discussed the response received from the IRS regarding issue #4545 Customer Service Complaints.

Judi feels (and Shawn agrees) the IRS's response does not address the issue. In light of this, Taskforce A was charged with the following;



- Reviewing the response and the referral that was submitted
- Modifying the referral if they deem it appropriate
- Preparing a cover letter explaining the intent of the recommendation

ACTION: The referral modifications will go directly to W&I without going back through the JC.

The committee discussed possibly including the IRS responsiveness and the program owner's involvement in the TAP as one of Nina's most serious problems.

It was suggested to add this information to the TAP Annual report on the top 10 issues/complaints.

Outreach

- Members reviewed the outreach graph comparing 2008 vs. 2009 Outreach efforts to date
- Members were encouraged to strive for 100% participation during the remainder of the year

Outreach tool kit review/reminders

- Members were reminded there is a toolkit on TAPSpace; the information contained in the document is very useful and has helpful information for writing articles
- Members were reminded to request marketing materials for outreach events via TAP staff
- Judi reminded members there is budget for outreach events, which can be used for overnight stays as well; Judi requested advance notice in such events

Reporting process

- Members were encouraged to be more diligent in reporting their outreach activities
- The importance of reporting this information is relative in terms of what goes into the TAP Annual Report
- **Jr. Analyst/Staff Role** – Judi will have Nina work with stakeholders in determining opportunities that we can take advantage of

Judi asked members if they have had contact with a stakeholder liaison or a Local Taxpayer Advocate (LTA). The general consensus was that it is inconsistent and there is room for improvement.

John Tam indicated that he is committed to supporting TAP and asked members to let him know if they are experiencing problems in connecting with their LTA's.

Introductions for Friday's work

Day 1 wrap up – Sabby indicated Friday would provide an opportunity for the taskforce groups to work their respective issues. Each taskforce would have seven hours to work issues, complete draft referrals for elevation and review/screen new issues. A staff member would be present to take notes at each meeting.

Misc. Issues – Judi indicated we would not be filling the secretary position in Seattle due to budget constraints. She most likely will not be able to fill the position until after October. Until then certain work will be parceled out to the other secretaries. Nina will be handling other areas as appropriate.



Friday, June 5, 2009

Opening

John opened day two of the meeting and acknowledged Area 7 members for the excellent work that had been completed.

Announcements

Howard Levine was welcomed to the meeting. He introduced himself to the group.

Issue Sub-committee Sessions

The taskforce groups broke off into their respective sub-committees to work their respective issues.

The full committee reconvened and went through the recommendations made on the new issues. Meeting notes were taken within each taskforce.

Recommendations made on the various active issues are noted later in these minutes.

Following are recommendations for the new issues that were reviewed by each taskforce.

Taskforce A – Patti O Neil Lead

#3415 W2 Complaints – The sub-committee recommended this issue be dropped. They believe this issue is statutory and that there is already a procedure in place with good alternatives available.

DECISION: The committee agreed with the recommendation to drop this issue, noting it is legislative and a Social Security Administration (SSA) issue as well.

#5381 – Taxes – Fair Across the Board – The sub-committee recommended this issue be dropped. They believe this is a legislative matter.

DECISION: The committee agreed with the recommendation to drop this issue.

Taskforce B – Cliff Young, Lead

#5413 – AMT Form – Negative Numbers – The sub-committee recommended this issue be dropped. They felt the current AMT instructions sufficiently address this issue.

DECISION: The committee agreed with the recommendation to drop this issue.

#5422 – Audits via Correspondence – The taskforce recommended this issue be dropped. They agreed this matter is legislative.

DECISION: The committee agreed with the recommendation to drop this issue.

Taskforce C – John Kim, Lead

#5482 – Interest Charge Quid Pro Quo – The sub-committee recommended this issue be dropped. They agreed this is a legislative matter.

DECISION: The committee agreed with the recommendation to drop this issue.

#5307 – 1040EZ Improvements – The sub-committee recommended this issue be dropped. It was determined that adding changes to the form would defeat the purpose of the “EZ” concept.

DECISION: The committee agreed with the recommendation to drop this issue.

#5324 – IRS Web-site/One Page on Where to File all Forms – The sub-committee recommended this issue be dropped. In completing additional research, it was noted that this change



has been incorporated on the web-site.

DECISION: The committee agreed with the recommendation to drop this issue.

#5332 – Coordinate Audits Between TEGE & SBSE – The sub-committee recommended this issue be dropped. They agreed this is a legislative matter.

DECISION: The committee agreed with the recommendation to drop this issue.

#5509 – Letter 4197C-EO Termination Letter/Procedures – The sub-committee recommended this issue be dropped. They agreed the issue is outside of the TAP's purview.

DECISION: The committee agreed with the recommendation to drop this issue.

Saturday, June 6, 2009

Opening

John opened day three of the meeting.

Announcements

No critical announcements were made.

Administrative issues were taken care of in relation to checking out of the hotel etc.

Sabby acknowledged everyone for the hard work put in the meeting over the past two days.

Questions/follow up from previous day

No questions/comments were made.

Issue Sub-committee Reports

Each taskforce presented the following in the way of a report of the previous days work. Each had issue referrals for consideration for the QRC.

Taskforce A – Patti O Neil

#5162 – Report of Foreign Currency – They will request additional information before making a final determination on this issue.

#4545 – Customer Service - They decided to write a rebuttal rather than re-writing the referral. The committee reviewed the rebuttal that was completed by the taskforce.

Judi, Charles and Sabby will discuss the rebuttal with Shawn and walk her through it to see how best to proceed.

DECISION: Upon reviewing the letter, it was determined that there needs to be a cover letter that is brief, attached to the rebuttal letter along with the original referral.

Action: Charles will write the cover letter and work with Sabby and Judi. They will discuss the information with Shawn regarding who to route the information to.

#5544 – Incorrect Version of Publication 1 on IRS – The sub-committee drafted a referral for this issue. It was suggested that the two URL's be included in the referral.

Recommendation: The referral will be forwarded directly to Forms/Pubs via e-mail to TAP Analyst Marianne Ayala.

DECISION: The committee agreed with the recommendation to submit the referral to the Forms/Publications Committee.



#5160 - E-mail Contacts between Taxpayer(s)/Representative(s) and Tax Examiners

Recommendation: The sub-committee drafted a referral for elevation.

DECISION: The committee agreed to submit the referral to the QRC.

Action: Janice will change the title to *"E-mail Contact between Taxpayer(s)/Representatives & IRS Field Personnel"*

#4680 1099 MISC

Recommendation: The sub-committee drafted a referral for elevation.

DECISION: The committee agreed to submit the referral to the QRC.

Taskforce B – Cliff Young

#5251 – 1040-ES Packets

Recommendation: The sub-committee drafted a referral for elevation.

DECISION: The committee agreed to submit the referral to the QRC.

ACTION: Janice will make necessary changes before submitting the referral.

#4639 Downloading 1099

In review of the draft referral that was submitted, the committee agreed that the referral needed to be re-written so that it is evident that they want business owners to be able to file these forms electronically.

ACTION: Lee will change verbiage in relation to the issue statement of the referral so that the proposed solution is clear. The referral will be re-submitted/reviewed at a later meeting.

#5225 1099-G Information on 1040

Discussion ensued as to whether or not this is a Forms/Pubs issue or policy issue.

Judi noted that it really is not a Forms/Pubs issue and we need to determine where it should be referred.

DECISION: The committee agreed that the referral needed some re-writes before being submitted to the QRC.

ACTION: The referral will be re-submitted after the re-writes are done.

Taskforce C – John Kim

#4661 – Feedback on IRS Web-site

Recommendation: The sub-committee drafted a referral for elevation.

John noted that several corrections had been made to the referral.

DECISION: The committee agreed to submit the referral to the QRC.

#5109 Cancellation of Powers of Attorney (POA)

ACTION: JR will find out the number of tax preparers retiring in the next ten years.

DECISION: The committee agreed to submit the referral to the QRC once the revisions are made.



Area 7 will have seven issues going forward to the JC.

Judi indicated thank you letters will be sent to various individuals for their support of our meeting. JR would like to provide a thank you to James Daniels for all of the assistance he provided.

Judi asked everyone to provide additional names of individuals to be acknowledged.

Sabby acknowledged the hard work of staff and Area 7 members. The committee also acknowledged Dave Coffman for providing assistance from behind the scenes.

ACTION: Janice will get copies of publication 4705. Cliff requested ten copies.

Sabby indicated July will begin the second half of the year. All sub-committee meetings for June would be cancelled.

ACTION: Janice will contact Dave to cover the sub-committee meetings in July.

Meeting Closure

John thanked everyone for their hard work. He stated the group just keeps getting better.

He thanked David for having the office space available.

John indicated he would be joining us at the Annual Meeting and expressed sincere appreciation to everyone.

John thanked everyone for their commitment and dedication to the TAP. The meeting was officially closed by DFO, John Tam.



Designated Federal Official

Judi Nicholas, TAP Manager

Attendance

MJ Lee
Richard Coonradt
Sabby Jonathan
John Kim
David Kahn
Rich Waterman
John Rodgers
Patti O'Neil
Lee Battershell
Charles Davidson

Absent

John Tam, DFO
Sandy Finestone
Cliff Young
Howard Levine

Staff

Janice Spinks, TAP Analyst
Nina Pang, TAP Analyst

Opening/Welcome/Announcements

Judi served as the DFO in John's absence.

Judi opened the meeting and Sabby welcomed the members. Nina took roll and a quorum was met.

Sabby acknowledged how productive the Area 7 members are and stated he appreciated everyone's hard work and dedication.

Approval of April Meeting Minutes

The April meeting minutes were approved as submitted.

Joint Committee (JC) Report – Charles Davidson

Charles provided the following in relation to the JC;

- Several committees' are focusing on preparations for face-to-face meetings
- The JC is looking forward to reviewing recently elevated issues
- They have had a great number of good issues and have had quick response from the IRS
- Area 7's issue has been forwarded to the IRS and they expect to hear a response within the next 60 days
- IRS response time to elevated issues has gotten better within the last year

Annual Meeting Social Activities – Judi Nicholas

Judi informed the committee there is a team working on the Annual Meeting and one of the members has volunteered to work on putting together social activities for panel members and those traveling with panel members. The particulars are being worked out; before proceeding however, the team wanted to get an idea of the level of interest from members.

DECISION: The general consensus was there would not be time to incorporate sight seeing activities during the day. The members indicated they are however in favor of the



committee dinners.

ACTION: Judi will share the feedback with the team.

Taskforce Sub-committee Reports

Taskforce A – Patti O’Neil, Lead

Patti indicated Howard lead the meeting in her absence and provided her with a summary of what was discussed.

#4226 AMT – The taskforce recommended this issue be dropped. They determined that the issue is not within TAP’s purview to handle.

DECISION: The full committee agreed with the recommendation to drop the issue.

Taskforce B – Cliff Young, Lead

Cliff Young was not available to give a report. However, Lee discussed the referral for issue #4639 – Downloading Form 1099. They completed more research and feel the issue can have a positive outcome for the IRS and the public.

Recommendation: The taskforce recommended the draft referral be accepted for elevation to the JC.

Discussion: It was indicated that the goal statement sounds more like a solution and needed to be edited.

Once that change is made the issue can be sent to the QRC.

It was suggested that the referral be taken to the FTF for final edits and presented to the full committee for final approval before sending to the QRC.

ACTION: The taskforce members agreed to complete the referral at the FTF meeting.

Issue Referral #5251 1040 ES Packets – Sabby provided a brief report of the issue.

Discussion – After discussing the issue, all agreed that the recommended solution needs to be re-worked. Sabby asked Rich to provide input in that area.

ACTION: The taskforce will complete the issue referral during the FTF meeting.

Taskforce C – John Kim, Lead

John Rodgers served as lead during their last meeting. John reported that the taskforce only had two people present at their meeting and because of this, they decided to table discussion of the issues until the face-to-face meeting.

John indicated he is working on a particular issue (#5109 Cancellation of POA’s) and has an IRS employee that is helping him. He (the employee) is looking into the process and sending JR the various forms involved. JR anticipates having the issue wrapped up by FTF or shortly thereafter.

Review of Outreach

Sabby noted that the report showed a decrease in both the number of outreach and the number of people that participated. Sabby recognized that tax season played a part in this and asked that everyone make a concerted effort to increase outreach during the remainder of the year.

FTF Meeting – Judi Nicholas

Draft Agenda – Judi went over the agenda outline, noting various items that could be deleted and or moved around.

ACTION: Janice will update the agenda accordingly.



Parking Fees – Richard Coonradt informed staff that there is \$55 per night fee at the Omni, which includes in/out privileges. Judi indicated we would reimburse members for that fee. However, she indicated there is a garage a block away from the hotels that is \$36-34 per night, which she asked members to take in to consideration.

ACTION ITEMS:

- Judi will e-mail those driving to determine if they are in agreement with parking in the alternate location.
- **Dinner** – Judi will e-mail everyone various restaurants that were suggested and asked that everyone respond accordingly
- Nina and Judi will be putting together travel information that will be sent out via e-mail.

Success Stories

Sabby reported that Lee Battershell was featured in the Sacramento Bee.

Member Comments/Other Business

JR reminded members that responding to TAPSpace e-mail notifications results in a “reply to all”. Unless your reply is meant for all members, please refrain from replying to TAPSpace e-mail notifications.

Closing – Judi thanked everyone for their attendance and closed the meeting.

**Taxpayer advocacy Panel
Area 7 Committee
Meeting Minutes
April 15, 2009**

Designated Federal Official (DFO)

John Tam

Attendance

Charles Davidson
John Kim
MJ Lee
Sabby Jonathan, Chair
Cliff Young
Howard Levine
Sandy Finestone
Lee Battershell
David Kahn
Patti O’Neill
Rich Waterman

Absent

John Rodgers
Richard Coonradt

Staff

Judi Nicholas, TAP Manager
Dave Coffman, TAP Analyst
Nina Pang, TAP Analyst



Opening/Welcome/Announcements

John Tam opened the meeting. Sabby welcomed the members and thanked everyone for attending. Nina took roll and a quorum was met.

Approval of March Meeting Minutes

The meeting minutes from the March meeting were approved as submitted.

Update on Issue #4545 - Customer Service Complaints

David Kahn updated the committee on issue #4545. It is currently being reviewed by the Joint Committee quality reviewers. Sabby explained the role of Joint Committee quality review and the method by which an issue is elevated from the area committee to the IRS. Charles asked that issue #4545 be added to the April 22nd Joint Committee (JC) agenda. Hopefully the quality reviewers will have completed their review in time for the meeting. Sabby asked David to be present on the Joint Committee conference call to answer any questions that may arise.

Joint Committee Business

Charles indicated that several of the new members have joined the Joint Committee calls. He hoped they felt welcome.

Review IRS Response: #708-4367 – Notification of State Regulations for Paid Tax Preparers

Sabby provided some background on this issue and the recommendation that was forwarded to the IRS. The IRS has declined TAP's recommendation.

DECISION: The full committee decided to close this recommendation as "Closed --- Proposal Rejected."

Taskforce Updates

Taskforce A – Patti O'Neill, Lead

- **4276 – VITA/TCE Site Location via IRS Web Site**

Patti reviewed this issue and Taskforce A recommended this issue be dropped. The taskforce felt that the IRS has adequately addressed this issue.

DECISION: The full committee agreed with the recommendation to drop this issue.

- **5161 – IRS Web Site Forms Search**

Patti reviewed this issue and Taskforce A recommended this issue be dropped. The taskforce felt that the IRS has adequately addressed this issue.

DECISION: The full committee agreed with the recommendation to drop this issue.

Taskforce A noted that they are currently working several other issues.

Sabby reminded all taskforce leaders to identify their active issues and then assign an owner to each issue. The owner will be responsible for drafting the referral.

Taskforce B – Cliff Young, Lead

- **4865 – Local TAC Services**

The taxpayer was not aware of the refund statute (commonly known as the "three-year rule") for filing a return in order to claim a refund. Research shows that information about the refund statute is



available to the public. Taskforce B recommends this issue be dropped.

DECISION: The full committee agreed with the recommendation to drop this issue.

- **4639 – Downloading Form 1099**

Cliff reviewed this issue and the committee commented on the IRS' optical scanner. The taskforce originally wanted to refer the problem to the Forms and Publications Issue Committee, but such a referral may not be appropriate.

DECISION: The full committee decided to send the issue back to Taskforce B for an additional month. Taskforce B will discuss the issue at their next meeting. In the meantime, Lee and Judi will start drafting a recommendation.

- **5229 - Personal Representatives/Trustees – Use of Form 4506T**

Cliff reviewed the issue and Taskforce B recommended the issue be dropped. The committee agreed that Form 4506T must have an individual, not an organization (such as a bank), named as a representative.

DECISION: The full committee agreed with the recommendation to drop this issue. A letter, explaining the committee's decision, will be sent to the person who submitted the issue.

Taskforce B is also working several active issues.

Taskforce C – John Kim, Lead

- **5019 – Practitioner Line**

John reviewed the issue and reminded the committee that the issue was not formally dropped. It was reviewed by David Kahn and the taskforce was in favor of working similar issue #4545 (Customer Service Complaints), instead of issue #5019. While both issues deal with the practitioner line, Taskforce C recommends #5019 be dropped.

DECISION: The full committee agreed with the recommendation to drop this issue.

- **4661 – Feedback on IRS Web-site**

MJ reviewed this issue. This was submitted to TAP some time ago, but the situation has not changed. MJ has written up a referral. She asked the committee for consensus to move the recommendation forward.

DECISION: The full committee agreed to elevate the recommendation to the Joint Committee. Some non-technical changes will be made to the referral. If members have any additional comments, please e-mail them to MJ.

- **5307 – Form 1040EZ Improvements**

John reviewed the issue and the taskforce asked the committee for feedback on whether or not the issue had merit.

DECISION: The full committee felt that the issue should be pursued.

Review March Outreach – Sandy

Sandy complimented the members for their March outreach efforts. She hoped April would be even better. Sandy reminded everyone that doing outreach in the summertime can be a challenge. She asked them to stay motivated and maintain their efforts.



Face-to-Face Meeting Review Update

Judi provided a brief review of a rough draft of the face-to-face meeting agenda. Day 1 of the meeting will be used to report on taskforce issues, sharing goals for each taskforce and addressing other miscellaneous items. On day 2, all members will work within their taskforces, just like they did at the December annual meeting. Typically there is a dinner at the end of day 2. Day 3 will be spent reporting the results from day 2 and making decisions to elevate or drop issues.

If there are additional agenda items the committee members would like to include, please e-mail them to Judi or Sabby. Judi, Janice, Sabby, and Sandy will get together later and finalize the agenda.

Recruitment

Judi informed the committee that volunteers are needed to help with TAP applicant interviews. Interviews will be held during the first three weeks of June. Each interview day will be broken down into three-hour blocks, for both morning and afternoon interviews. Judi will e-mail more information to the committee members. Sabby encouraged everyone to participate.

Success Stories

Patti informed the committee that one of her clients heard a message on the radio announcing her appointment to TAP.

Lee is scheduled for an interview with the *Sacramento Bee* on April 28th.

Member Comments/Other Business

Sabby thanked everyone for their dedication and hard work.

John also thanked everyone and closed the meeting.



Designated Federal Official

John Tam

Attendance

Sabby Jonathan, Chair
Cliff Young
MJ Lee
John Kim
David Kahn
Howard Levine
John Rodgers
Patti O'Neil
Sandy Finestone
Richard Coonradt
Lee Battershell

Absent

Rich Waterman
Charles Davidson

Staff

Judi Nicholas, TAP Manager
Janice Spinks, TAP Analyst
Nina Pang, TAP Analyst

Opening/Announcements/Welcome

John opened the meeting.

John noted that the NTA did a media tour where she addressed two key topics Cancellation of Debt (COD) & collection actions being taken during current economic times. The COD issue is getting a lot of press and John informed members to be prepared for a lot of questions during outreach regarding this issue.

Janice took roll. A quorum was met.

Sabby welcomed the members.

Approval of January Meeting Minutes

The meeting minutes were approved as submitted.

Joint Committee Report – Sabby Jonathan

Sabby indicated the JC met 1-28-09. The focus of the meeting was administrative. To date no issues have been elevated for JC consideration.

Taskforce Sub-committee Reports

During the respective meetings held in February, the members of each taskforce was charged with reviewing a parking lot issue and making a recommendation to drop, work the issue or keep it in the parking lot. Following are the recommendations/decisions that were brought before the full committee.

Taskforce C – John Kim, Lead



- **5056 - Availability of Estimated Tax Payment History** – MJ reviewed this issue and made the recommendation that it be dropped.

Reason for recommendation to drop - The taskforce believes it is not reasonable for POAs to be able to get information without going through e-services, additionally; this is not a current focus of the IRS.

DECISION – The full committee agreed with the recommendation to drop this issue.

- **4661 – Feedback on the IRS Web-site** – John K. reviewed this issue and recommended the taskforce keep it in the parking lot for the time being while they perform some tests of the web-site. They anticipate having a recommendation next month.
- **4786 – IRS Services to the Visually Impaired** – JR reviewed this issue and in doing so recognized that the previous sub-committee recommended the issue be dropped. However, it appeared the recommendation was never brought to the full committee.

DECISION: The full committee agreed with the recommendation to drop this issue.

- **5109 – Cancellations of POAs** - JR reviewed this issue and will continue to work it.
- **5019 – Practitioner Line** – This issue was a follow up from a previous month’s meeting. The taskforce is in the processing of working with Taskforce B to possibly combine this issue with one they have that is similar.

David will look at issues 5058 and 5019 to see if there are similarities and whether they may possibly be combined.

Taskforce B – Cliff Young, Lead

- **4337** – This issue was reviewed by Lee. She called the hotline number to test the system. She had a complicated issue that the employee was unable to help her with; however, the employee was able to transfer her to someone who could handle the issue. Lee is going to follow up with the individual that submitted the issue.

Recommendation to full committee – The taskforce recommended dropping this issue.

DECISION: The full committee agreed with the recommendation to drop the issue.

- **4511 – CP 2000 Request for Documents:** The sub-committee

recommended this issue be dropped.

Reason for dropping the issue: Based on research completed to date, the brief description of the problem and the panel member’s experience with CP2000’s it is felt the process is relatively smooth with respect to taxpayers.

DECISION: The full committee agreed with the recommendation to drop this issue.

- **4865 – Local TAC Services** – Rich reviewed this issue and has requested additional research. The issue will remain in the parking lot pending research results.
- **5058 – Correspondence Audits-** The taskforce will be looking at possibly combining this issue with 4923.
- **4923 – Examinations by Mail** – see above comments.

Taskforce A – Patti O’Neil, Lead



- **4714 - IRS/TAS Customer Service** – Patti reviewed this issue and recommended that it be dropped.

Reason for dropping the issue: The issue is too broad; there are no specifics and there are other related issues that have more details, addressing specifics.

DECISION: The full committee agreed with the recommendation to drop this issue.

- **4680 - 1099 Misc. Procedures** – The taskforce agreed to keep this issue in the parking lot to work at a later date.
- **4505 – Free Filing Software** – David reviewed this issue and recommended the issue be dropped.

Reason for dropping the issue: The taskforce members agreed there is enough information on the IRS web page concerning free filing.

DECISION: The full committee agreed with the recommendation to drop this issue.

- **4276 – VITA/TCE Site Location via IRS Web-site** – Richard reviewed this issue and recommended that it remain in the parking lot to be worked at a later date.
- **5060 – Education Materials to Increase Self-prepared Tax Returns** – The taskforce recommended this issue be dropped.

Reason for dropping the issue: The issue is too general; it becomes a bit legislative because of complexity and it is beyond the scope of what TAP can do.

The taskforce is also working issue #4545 – Customer Service Complaints. They are in the process of completing a referral.

Next meeting the new issues will be brought to full committee to determine if the issue should be dropped immediately or worked.

Review of January Outreach – Sandy

Sandy noted that the January report shows rather low participation. She reminded members to report their outreach, which is just as important as doing outreach. Members were encouraged to complete and report at least one outreach event for the month of February.

All of those that did not report events for January will send their information to Nina and she will update the report accordingly.

Janice informed everyone to please let staff know what marketing materials they may need and it will be sent accordingly.

Recruitment – Judi Nicholas

Judi indicated the recruitment period opens April 16, 2009 and will run through April 30, 2009. Members were asked to share this information while conducting outreach. As of now, Area 7 only has one vacancy, which is in California. However, there are several alternate vacancies, Alaska, Hawaii and Nevada. The Communication Committee developed a new recruitment card which will be sent to all members.

Face-to-face Meeting Update

Judi indicated the cost comparisons showed San Francisco to be the least costly. Marla is working on securing hotel accommodations. Once done, we will inform members of meeting/hotel space as soon as possible



David asked if we were still looking at possibly using his firm's conference space so reserve the space.
ACTION: Judi will confirm this with David via e-mail.

Success Stories

Sabby indicated he was on a radio show (KFI); thinking it was local but as it turned out, they have a listening audience of 1.5 million.

Lee indicated that as a result of her media interview she has received at least three calls from individuals thanking her for being on the panel.

Howard indicated he has met with his LTA who is very supportive.

David Kahn indicated he has also met with his LTA.

David was featured in his local newspaper. Additionally, the media relations contact for his area sent his release to 12 different papers.

Member Comments/Other Business

Nina reminded everyone to include articles they were featured in an outreach...she will research the information regarding the number of readers/listeners.

John thanked everyone for their participation and closed the meeting.