

**Notices and Correspondence Committee (NCC)
Taxpayer Advocacy Panel (TAP)
Meeting Minutes
Tuesday, June 9, 2021**

Designated Federal Officer

- Cedric Jeans TAP East Chief

Attendance

- | | | |
|-----------------------|------------------------|------------|
| • Paul Berlage | Cincinnati, OH | Member |
| • Felecia Dixson | Rolla, MO | Vice Chair |
| • Ronald Fitzherbert | Las Cruces, NM | Member |
| • Bradford Folta, Jr. | Baxter, MN | Chair |
| • Charles Jones | Green Cove Springs, FL | Member |
| • Richard Metzler | Las Vegas, NV | Member |
| • Renee Parker | Brentwood, NY | Member |

Members Absent

- | | | |
|---------------------|-------------|--------|
| • Terrill Flakes | Atlanta, GA | Member |
| • Kimberly Shepherd | Monroe, LA | Member |

Staff

- | | |
|------------------|----------------------------------|
| • Kevin Brown | TAP Administrative Assistant |
| • Terrie English | TAP Director |
| • Robert Rosalia | TAP Management & Program Analyst |
| • Fred Smith | TAP Management & Program Analyst |
| • Michael Odom | Wage and Investment (W&I) |
| • Tamikio Bohler | Program Analyst W&I |

Roll Call

Quorum was met.

Members of the Public

None

Welcome

Cedric Jeans opened the meeting at 1:00pm ET and welcomed everyone to the call.

National Office Report

Terrie English welcomed everyone to the call. Recruitment season has closed. We will solicit members for the interview process. The second quarter All TAP meeting will be on June 24, 2021 at 1:00pm ET with Kenneth Corbin, W&I Commissioner as a speaker. The next Joint Committee meeting will be on June

24, 2021 at 1:30pm ET. There will be a focus group for military taxpayers soon. This is for anyone with any military experience: family members, military contractors, current or former military members are asked to attend.

DFO Report

Jeans provided the following information:

Let us know if you have not received the Annual Report. Tax Forums will start next month, we are still soliciting for volunteers for the virtual booths. Smith will have a training session before the forums.

Chair Report

Folta welcomed everyone to the meeting.

IRS Responses Received

Folta reported:

- **44244** – Notice 1445 (N1445) Tax Help in other Languages.

The IRS will implement this in a year. Odom will research these responses We will seek clarification of this decision.

Dixson motioned; Berlage seconded.

Action: IRS Response accepted issue closed

- **43678** – LT5071C & LT4883C (Rebuttal ID #1991,1997 & 1998)
- **43572** – LT3219A Notice of Deficiency (Rebuttal)

Both above projects received response and since they were responses to the rebuttal NCC sent, the committees feedback to these responses will be included in the Annual Report.

Minutes Approval

May 12, 2021 NCC Minutes. Folta motioned; Dixson seconded.

Action: Minutes approved as submitted

Awaiting IRS Response

- **39806** – CP2000 (Follow-up 9-30-2021)
- **43347** – CP2000 Paragraph Language (Follow-up 9-30-2021)

Subcommittee 1

Paul Berlage shared the following updates for Subcommittee 1:

- **49629** – CP161 Notice of unpaid taxes- **Tabled until next month.**
- **43944** – LT5071C & LT4883C Potential ID During Processing Dixson motioned; Folta seconded.

Action: Issue elevated to JC pending Quality Review (QR)

- **43843** – LT2645C Interim Letter (Rebuttal)- **Parking Lot until October or November.**

Subcommittee 2

Charles Jones stated the following:

- **44237** – CP504 and CP504B Notice of Intent- Jones motioned; Dixon seconded

Action: Issue approved to elevate to JC pending QR

- **49524** – LT3541 Disallowance of Alimony & LT3541A Verification Deductions. Jones motioned; Dixon seconded.

Action: Issue approved to elevate to JC pending QR

2021 TAP Annual Report

Dixon reported that committee is up to date on our tasks right now for the annual report.

Screening Committee

5-2021 NCC Report – Determinations made from the May Screening report were agreed by the full committee and the following project assignments were made:

Parking Lot:

- **43860** – Transcripts (Add Page Numbers) Received 2 related but may refer to TCC Jones will work with Folta to see if this meets NCC mission.
- **48460** – Legitimacy of Phone Numbers **Sub. 2**
- **48326** – Adding information to IRS “View Account” **Sub. 1**

English reminded the committee that these may be questions that can be brought up during the All TAP quarterly meeting.

Outreach

Dixon thanked everyone for getting all but one report. We need to be more proactive to find some form of virtual outreach. Please reach out to your Local Taxpayer Advocate (LTA) if you have not. Ask Rosalia for assistance if you are unable to do so.

Internal Communications (ICC)

Berlage thanked everyone for their reports for the newsletter. Please review the www.tapspace.org member guide and send feedback to him or Rosalia.

Berlage reported: Navigation is much easier; Loading pages are slow; and downloading is extremely slow.

Jones reported: reported no speed issues.

Folta reported: reported site is slow, and speed is an issue; and documents are not linking together.

Berlage asked for members to visit the site and send feedback about the site by email. Review the www.tapspace.org user guide to see if it is helpful or needs to be tweaked.

Action Items

Rosalia stated the following summary:

- Post approved May minutes to www.tapspace.org.
- Response to Issue 44244 accepted.
- Issue 2645C placed in the Parking Lot.
- Issues 43944, 44237 and 49524 approved to JC pending QR.
- QR to be completed by next Wednesday June 16, 2021.
- Issue 48460 assigned to Sub. 1; Issue 48326 assigned to Sub. 2.
- Rosalia will send Annual Report blurbs reminders out to those that need it and summary for NCC Newsletter should be sent both him and Berlage.

Closing

Jeans officially closed the meeting 1:54pm ET.

**Next Meeting: Wednesday, July 14, 2021,
1:00 PM EDT, 12:00 PM CDT 11:00 AM MDT, 2:00 PM PDT**

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