

**Notices and Correspondence Committee (NCC)
Taxpayer Advocacy Panel (TAP)
Meeting Minutes
Wednesday, July 14, 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 |
| • Terrill Flakes | Atlanta, GA | Member |
| • Bradford Folta, Jr. | Baxter, MN | Chair |
| • Charles Jones | Green Cove Springs, FL | Member |

Members Absent

- | | | |
|---------------------|---------------|--------|
| • Richard Metzler | Las Vegas, NV | Member |
| • T. Renee Parker | Brentwood, NY | Member |
| • Kimberly Shepherd | Monroe, LA | Member |

Staff

- | | |
|--------------------|-----------------------------------|
| • Kevin Brown | TAP Administrative Assistant |
| • Terrie English | TAP Director |
| • Fred Smith | TAP Management & Program Analyst |
| • Michael Odom | Wage and Investment (W&I) |
| • JeNine Robertson | Program Analyst Systemic Advocacy |

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 reminded the committee of the following:

- Military focus group, July 15, 2021 12:00pm ET. Anyone with any military experience, please join.

- Homeless focus group for anyone with any experience with the homeless, no date set yet.
- Joint Committee (JC) July 22, 2021 1:30pm ET. Members are welcome.
- Virtual booth training for tax forums were yesterday.
- Members can sign up for Continuing Professional Education (CPE) credits.
- English thanked those who volunteered to help with the interviews. If you have any feedback for improvements for next year, please share them.
- The JC planning session will be the week of August 23, 2021. Members can share any improvements for this meeting with Folta.
- Review the NTA's June to Congress.
- Today was the deadline for the Child Tax Credit.

DFO Report

N/A

Chair Report

Folta welcomed everyone to the meeting. Folta reported Issue 49524 LT3541 Disallowance of Alimony the project elevated to the Joint Committee was accepted with slight modification.

Minutes Approval

June 9, 2021 NCC Minutes. Berlage motioned; Dixon seconded.

Action: Minutes approved as submitted

Subcommittee 1

Paul Berlage shared the following updates for Subcommittee 1:

- **49629** – CP161 Notice of unpaid taxes- requested approval to go to the JC following Quality Review (QR.)

Berlage motioned; Dixon seconded

Action: Issue elevated to JC for consideration following QR

- **48326** – Adding information to IRS “View Account”- This issue is still being worked.

Subcommittee 2

Charles Jones stated the following:

- **48460** – Legitimacy of Phone Numbers- We need more time to discuss recommendations for this issue.

2021 TAP Annual Report

Folta discussed project 49629 on the CP161 and requested a volunteer to write-up a narrative on the project.

Blurbs to be Assigned:

- **49629** – CP161 Notice of unpaid taxes- **Dixon will complete**

Screening Committee

Jones reported they will meet before the next full committee meeting.

Parking Lot:

- **43860** – Transcripts (Add Page Numbers)
- **43843** – LT2645C Interim Letter (Rebuttal)

Outreach

Dixon indicated her hope to have more outreach completed by committee members. Dixon completed an outreach event with her Local Taxpayer Advocate (LTA) and all her Congressional representatives across the state. This included both Senator offices. Please reach out to your LTA for outreach events and opportunities. We received all but two activity reports this month. Dixon reminded the committee the activity reports validates the TAP program.

Internal Communications (ICC)

Berlage requested blurb for the newsletter by July 22, 2021 so he can turn them in by July 25, 2021. The ICC is still working on changing the Facebook group to a page.

Action Items

Smith stated the following:

Post minutes to www.improveirs.org.

Elevate Issue 49629 - CP161 Notice of unpaid taxes to JC, after Quality Review. Dixon will write blurb on the Issue.

Chair Closing & Roundtable

Folta thanked everyone for all their work done this year.

Closing

Jeans officially closed the meeting 1:29pm ET.

**Next Meeting: Wednesday, August 11, 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.