

**Notices and Correspondence Committee (NCC)
Taxpayer Advocacy Panel (TAP)
Meeting Minutes
Tuesday, September 13, 2022**

Designated Federal Officer (DFO)

- Robert Rosalia TAP Program Analyst

Attendance

- | | | |
|-------------------------|------------------------|---------------------|
| • Shequeila Birdsong | Amherst, NY | Member |
| • Cheryl Crowe | Felton, DE | Member (Absent) |
| • Kristin Gentile-White | Gilbert, AZ | Member (Absent) |
| • Melissa Harvey | Hinton, WV | Member (Absent) |
| • Steve Hoffman | Westford, MA | Member |
| • Charles Jones | Green Cove Springs, FL | Chair |
| • Shelly McCracken | Fountaintown, IN | Member |
| • T. Renee Parker | Brentwood, NY | Vice Chair (Absent) |
| • Ying Sa | Des Moines, IA | Member (Absent) |
| • Martha Lewis | National Chair | Visitor |
| • Eugene Lillie | National Vice-Chair | Visitor |

Staff

- Kevin Brown TAP Management Assistant
- Gilbert Martinez TAP Program Analyst
- Antoinette Ross TAP Program Analyst
- Michael Odom Program Analyst Wage and Investments (W&I)
- Lesley Henley Program Analyst W&I

Welcome/Opening- DFO

Robert Rosalia opened the meeting at 12:00pm ET.

Roll Call

Quorum was not met.

Members of the Public

None

National Office Report & DFO Report

Rosalia reminded the committee that with two months left in the TAP year, let's finish strong and complete as many referrals as we can. There were reported issues with both www.tapspace.org and www.improveirs.org, and we are addressing the issues. Rosalia thanked the committee for bearing with the staff as we take measures to rectify the problem.

In October the National Chair/Vice Chair elections will take place, please start thinking your interest in these positions. The National Chair (Lewis) or Vice Chair (Lillie) are both willing to offer you any information if you decide to self-nominate or are nominated by anyone.

Welcome/Acknowledgement of Citizens Comments from the Public

No members of the public were in attendance. Jones welcomed everyone to the call and reminded members to log their time for all TAP activities including meetings, outreach, emails, and preparation.

Minutes Approval

Minutes tabled until next month due to no quorum.

Committee News & Updates

Jones reminded the members of the importance of attending meetings so we can pass the referrals that we are working on before the year ends.

Subcommittee 1

Birdsong reported:

Working on 57391 LTR1962C (DDIA), In doing this work Birdsong spoke about when taxpayers are engaged in communications with the IRS and want to go into an installment agreement and what would help their understanding with this process. Online portals should be updated for when taxpayers want to do this online. Taxpayers need to know more about what happens when their banking information changes while they are in an installment agreement and what they should do. This is part of what is being worked on for this referral.

- **57391** LTR1962C (DDIA)

Subcommittee is in the process of working on this project.

- **53485** – LTR 2273C - IA Explained

Subcommittee is in the process of working on this project.

Subcommittee 2

Discussed Issue 58801 LTR 3127C (Reinstatement IA). The referral seeks to make it more readable and understandable to the taxpayers. They are proposing remove duplicate language and make other amendments regarding taxpayer accounts to bring it forward for more use by the public. Since quorum is not meet the issue will stay on the agenda for next month's meeting. They will work on the new CP 2000 letter in the future (59889 – CP2000 Paragraph Language.) Jones

said the language changed on CP 2000 and both subcommittees will review this letter.

Rosalia asked for feedback for next month on Letter 3127C.

- **58801** - LTR 3127C (Reinstatement IA)
For reapproval next month
- **59889** – CP2000 Paragraph Language
Subcommittee will start working on this project.

Outreach/Internal Communications Committee (ICC) Updates/Newsletter

Jones encouraged members to complete their activity reports on www.tap.space.org. Jones joined the ICC as a member and sent out a post on Facebook page. Jones encouraged the members to visit the page and make sure to check the like feature on it. Jones will reach out for blurbs for the next newsletter very soon.

Meeting Wrap-Up

Jones asked members to go on Facebook and reminded them to put their time in for the activity reports. Lillie asked if the Chair and Vice-Chair are voting members, and if not, can that be changed to deal with situations like this. Lewis did not read this in the bylaws and would like the committee to focus on being in attendance to do the committee's work. Lillie asked members to please send a quote for the 20 years of TAP project being done. Lillie thinks the CP 12 is important to be reviewed and fixed for taxpayers to understand it better. Lillie will write up some recommendations and share them with Rosalia. Lillie reported Lammers is looking for Facebook administrators for the page. Lewis reiterated to stay encouraged and keep working on doing the mission of TAP because people have other things going on in their lives.

Closing

Rosalia officially closed the meeting at 12:24pm ET.

Next Meeting: Tuesday, October 11, 2022, at 12:00pm EST

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