

**Notices and Correspondence Committee (NCC)
Taxpayer Advocacy Panel (TAP)
Meeting Minutes
Wednesday, October 16, 2024**

Designated Federal Officer (DFO)

- Cedric Jeans TAP East Chief

Attendance

- | | | |
|----------------------------|------------------|------------|
| • Cheryl Crowe | Felton, DE | Member |
| • Manuel "Manny" Dominguez | Gladstone, MO | Member |
| • Mitchell Gerstein | Wynnewood, PA | Vice-Chair |
| • Kyle Kipple | Jacksonville, FL | Member |
| • Robin Mosley | Dayton, OH | Member |
| • Shelly McCracken-Rania | Fountaintown, IN | Member |
| • Steven Sklar | New York, NY | Chair |
| • Michael Stewart | Kingsport, TN | Member |

Staff

- | | |
|--------------------------|---|
| • Kevin Brown | Management Assistant |
| • Gulden Durdu | TAP Program Analyst |
| • Conchata Holloway | TAP Program Analyst |
| • Priscilla Medrano | TAP Program Analyst |
| • Matthew O'Sullivan | TAP Program Analyst |
| • Robert Rosalia | TAP Program Analyst |
| • Antoinette "Toni" Ross | TAP Program Analyst |
| • Ann Tabat | TAP Program Analyst |
| • John Manhire | Attorney Advisor Systemic Advocacy (SA) |

Welcome/Opening – DFO

Cedric Jeans opened the call and welcomed all who joined.

Roll Call

Quorum was made.

Welcome/Acknowledgement of Citizens/Comments from the Public

Sklar welcomed everyone to the meeting.

Approval of Minutes:

September 18, 2024, Meeting Minutes. Gerstein motioned; Sklar seconded.

Action: Minutes approved as submitted by unanimous consent.

Committee News & Updates

NCC November meeting date change:

Meeting approved to be held on November 12, 2024, at 11am ET

Sklar motioned; Stewart seconded.

Action: Meeting changed to November 12, 2024, at 11am ET

National Office Report/ DFO Report

Jeans reported informational session for TAP leadership election that happened yesterday. The deadline for nominations is October 18, 2024, by midnight.

Acceptance of this nomination is required by the nominee. There will be a Meet The Candidates session next in this process.

Jeans shared the Celebration of Service for third-year members on November 15, 2024, at 1pm ET. During this service the Presidential Awards will be given out based on the number of hours each member worked which would be Gold, Silver, and Bronze. The results of the election will be announced also.

Committee News & Updates

Sklar reported:

Project **52425**: CP 12 Math Error notice with overpayment (Rebut) *

Project **68424**: CP 13 Math Error notice with overpayment (Rebut) *

Sklar indicated the next option is to close the two projects and include these in the annual report.

Sklar motioned; Mosely seconded.

Action: Responses accepted by unanimous consent to close.

Subcommittee

Michael Stewart presented:

Project **69719**: Ltr. 5071C & other related docs:

This issue seeks to clearly indicate available hours for the continental United States; adding a Quick Response (QR) code; adding narrative explaining TAP and our QR code; adding a landing page QR for the IRS help page; and adding a TAS QR code. Stewart presented the issue and the name change of the issue for approval. Stewart motioned; Sklar seconded

Action: Issue elevated to the Joint Committee (JC) contingent upon SA/AA review after quality review (QR)

Project **73865**: CP 04 Military Dates of Service & LTR 15109 **MS Lead**

This issue seeks to add QR code to understand the form better; TAS QR code; TAP QR code; online account QR and webpage; and a link to the document upload tool and a QR for this purpose. Stewart presented for JC Stewart motioned; Gerstein seconded.

Action: Issue elevated to the Joint Committee (JC) contingent upon SA/AA review after quality review (QR)

Project **67718**- CP 01A IP PIN

This issue seeks to promote TAP and educate taxpayers on what they can do regarding this topic. Rosalia indicated the project has already been reviewed by AA and SA. Gerstein suggested using this as the template for future projects.

Action: Issue elevated to the Joint Committee (JC) after quality review (QR)

Project **71594**: LT38 Reminder, Notice Resumption:
Still being worked.

Potential Rebuttal:

Project **63395**- CP 2000 verification for unreported income
Stewart motioned; Sklar seconded. Closed

Action: Issue closed by unanimous consent

Project **68069**- CP 25 Notice of est. credits with balance
Stewart motioned; Sklar seconded. Closed.

Action: Issue closed by unanimous consent

Outreach

Gerstein stated that he is thankful we are getting up-to-date on reporting our time on the activity report. Gerstein referenced outreach opportunities by partnering with Stakeholder Liaisons, Education & Communication (SPEC) and to reach out if you wanted help in contacting them. He mentioned that he has SPEC as a partnership for future events and has a list of information were they are offering outreach option.

Internal Communications Committee (ICC)

ICC Meeting Updates

Stewart asked for newsletter information by October 24, 2024. The ICC is working on the email list for taxpayers who would like to attend TAP meetings.

Kipple and Gerstein stepped up for Facebook. Kipple suggested members to like the Facebook page. Share anything you want on the page with Kipple. The next ICC meeting is tomorrow at 3pm ET, followed by a Facebook meeting.

Screening Report

Report was disseminated and all issues were dropped or transferred with the exception of the following that have been added to the parking lot.

Parking Lot:

76527: CP 312 & CP 313 POA Online Termination - Sklar approved project proposal and start of the referral. Manny Dominguez will be lead on this issue.

75134: CP 59 – First Notice Unfiled Return Delinquency- Sklar approved project proposal and start of the referral. Michael Stewart will be the lead for this issue.

74553: CP 30 Est. Tax Penalty Notice (Bal-Due)- Not Assigned
66432: CP 565 (ITIN)- Not Assigned

Chair Closing Comments & Roundtable

Sklar thanked everyone for joining the meeting encouraged the committee to complete more issues before the year ends. Gerstein encouraged members to keep their activity up to date. Rosalia spoke about addressing the response to Project **63526:** IR-2022-170. Stewart motioned; Kipple seconded.

Action: Response Accepted IRS response and close project.

Closing

Jeans thanked everyone for a productive meeting. Jeans closed the meeting at 11:53am ET.

Next Meeting: November 12, 2024, at 11am ET/12pm CT

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