

**Notices and Correspondence Committee (NCC)  
Taxpayer Advocacy Panel (TAP)  
Meeting Minutes  
Wednesday, June 11, 2025**

**Designated Federal Officer (DFO)**

- Fred N. Smith Jr. TAP Chief

**Attendance**

- |                            |                   |                              |
|----------------------------|-------------------|------------------------------|
| • Talibah Bayles           | Birmingham, AL    | Member                       |
| • Howard Choder            | Seattle, WA       | Member                       |
| • Manuel "Manny" Dominguez | Gladstone, MO     | Member (Absent)              |
| • Mitchell Gerstein        | Wynnewood, PA     | National Vice-Chair (Absent) |
| • Steven Gorski            | Stafford, VA      | Member (Absent)              |
| • Joseph "Joe" Holley      | Barboursville, WV | Member                       |
| • Sandra "Sandy" Johnson   | Merrick, NY       | Member                       |
| • Kyle Kipple              | Norman, OK        | Vice-Chair                   |
| • Gregory Porcaro          | Coventry, RI      | Member                       |
| • Steven Sklar             | New York, NY      | Chair                        |
| • Michael "Mike" Stewart   | Kingsport, TN     | Member                       |

**Staff**

- Kevin Brown Management Assistant
- Saul Hernandez TAP Director
- Robert Rosalia TAP Program Analyst
- Ann Tabat TAP Program Analyst
- Kudiratu Usman-Olugunna TAP Program Analyst

**IRS Staff**

- Mejbeen Balsara Taxpayer Services (TA)

**Public**

- Vicky Urbanik-Randall (TAP Alternate)

**Welcome/Opening – DFO**

Smith opened the call and welcomed all who joined.

**Roll Call**

Quorum was made.

**National Office Report**

Smith thanked everyone for joining the call and introduced Hernandez as the new Acting TAP Director. Hernandez introduced himself and is looking forward to a robust discussion from TAP. Smith indicated that with all the staff changes,

there is a lot of additional tasks being reassigned and the remaining staff is here to support the committees.

### **Welcome/Acknowledgement of Citizens Comments from the Public**

Sklar welcomed everyone and opened an opportunity for the public to speak. Urbanik-Randall happy to be at a TAP notice meeting as they help provide clarity and understandability for the public.

### **Committee News & Updates**

QR completed ready to send to JC:

Project **75134**: CP 59 -1<sup>st</sup> Notice Unfiled Return Delinquent

### **Approval of Minutes**

May 14, 2025, Meeting Minutes

Johnson motioned; Choder seconded.

**Action: Minutes unanimously approved as edited**

### **Update Referral Status:**

Stewart discussed the delayed responses from the IRS. Rosalia indicated he and management are working on securing the overdue responses.

### **Subcommittee 1- Stewart**

Project 74553: CP 30 Est. Tax Penalty Notice (Bal-Due)

Stewart said this was pulled back for another relook. Choder made observations of improving this project. This will be tabled for now.

Project 68462: CP 2501 Initial contact discrepancy (Review IRS Responses)

Rosalia will communicate with the IRS for more research on the response.

Issue 77769: 14C (Add F843 info - CP03 CP03A and CP03B)

Issue is still being looked at to see if it is something that would warrant a new project.

### **Subcommittee 2- Porcaro**

Project **78261**: CP 590 indicated that there was a change to the Proposal and wanted to get the committees approval on the updates.

Porcaro motioned; Kipple seconded

**Action: Issue unanimously approved as a project.**

Project **76527**: CP 312 & CP 313 POA Online Termination

Project **66432**: CP 565 (ITIN)

**Completed**: Awaiting AA/SA review

### **Outreach**

- Keep Activity Reports up to date

Kipple encouraged everyone to reach out to your Local Taxpayer Advocate (LTA). Choder and Smith spoke about LTA contact. Smith indicated many LTAs have departed so it may take some time for us to get an update on LTA for your area. Johnson reported working outreach on webinars, and she has been utilizing social media to conduct outreach.

Rosalia asked the members to be sure to complete all the check boxes in your profile on [www.tapspace.org](http://www.tapspace.org) to ensure you have full access to the site.

### **Internal Communications Committee**

Review of ICC Updates

Sandy Johnson will author the June Newsletter article for NCC

### **Screening Report**

Second half meeting to be conducted

Preliminary review may have potential issues of the following:

LTR 4464C -Questionable Refund Hold, CP220, 4883C as and LT 3219A

### **Chair Closing Comments & Round Table**

Stewart spoke of the IRS data book for 2024 which is worth reviewing. Stewart referenced a message Mitchell Gerstein sent via email on IRS tax tip 2025-33 that had good information in it.

### **Closing**

Smith closed the meeting at 11:44am ET.

**Next Meeting: July 16, 2025, at 11am EST/10am CST/ 9am MST/ 8am PST**