



Louisiana Uniform Local Sales Tax Board

Minutes of the Regular Meeting (Final with Corrections)
Thursday, October 15, 2020 ~ 1:30 PM
LMA Building, Room 1 & 2, 700 N. 10th Street, Baton Rouge, LA

MEMBERS & PROXIES PRESENT / ABSENT:

Members:

	P/A
Dr. Janet Pope, LA School Board Executive Director	_A__
Mike Ranatza, LA Sheriff's Association Executive Director	_A__
John Gallagher, LA Municipal Association Executive Director	_P__
Guy Cormier, Police Jury Association of Louisiana Executive Director	_P__
Amanda Granier, LA School Board Association Appointee	_A__
_____, LA Sheriff's Association Appointee (Vacant)	_____
Kressy Krennerich, LA Municipal Association Appointee	_P__
Jeffery LaGrange, Police Jury Association of Louisiana Appointee	_P__

Proxies:

Neshelle S. Nogess, LA School Board Association	_A__
Gregory Ruppert, LA Sheriff's Association, Chairman	_P__
Karen Day White, LA Municipal Association	_A__
_____, Police Jury Association of Louisiana (Vacant)	_____

STAFF PRESENT:

J. Roger Bergeron, Executive Director	_P__
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OTHERS PRESENT: Rick Mekdessie, JA Cline, Renee Roberie, **Andrew Kolb**

Each member / proxy of the Board received the following documents prior to the meeting:

1. meeting agenda
2. minutes from 8-20-20 and 9-24-2020
3. financial reports as of 9-30-20
4. fiscal YTD budget
5. notice of intent, claim for refund draft
6. PPM 50.3 advisory amendment draft

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G. Ruppert called the meeting to order at 1:38 pm. The vice chair called the roll and a quorum (5 members / proxies or more) was established.

Adoption of the Agenda

ON MOTION OF J. Gallagher, SECONDED BY G. Cormier, AND CARRIED, the Board voted to adopt the agenda of the meeting of the LA Uniform Local Sales Tax Board held 10-15-2020.

Approval of Minutes of the Meeting of the LA Uniform Local Sales Tax Board Held (Date)

ON MOTION OF G. Cormier, SECONDED BY J. LaGrange, AND CARRIED, the Board voted to approve the Minutes of the meeting of the LA Uniform Local Sales Tax Board held 8-20-2020 and 9-24-2020.

Remote Seller Commission Update

- R. Roberie gave an update on current distributions.

HR 31 Study Group Update

- A. Kolb gave an update. Next meeting is 10-16-2020.

Technology Report

- R. Mekdessie gave an update on the Look Up Tool usage. He suggested the Board promote the API feature. He is getting quotes for an address verification service. He indicated the Issue Tracker software is not yet in use.
- G. Ruppert requested that the executive directors of the Board and Commission discuss sharing the cost of maintaining the Look Up Tool.

Executive Director's Report

- R. Bergeron reported 58 MOU agreements and 52 MOU amendments have been submitted to Board.
- R. Bergeron introduced the draft Notice of Intent for the Board's **Claims for Refund Regulation**.
- R. Bergeron introduced a proposed amendment to PPM 50.3 as discussed at the 9-24-2020 meeting.

PPM50.3 amendment

ON MOTION OF G. Cormier, SECONDED BY J. Gallagher, AND CARRIED, the Board voted to replace "a reasonable amount of time" with "15 days" for collector feedback.

PPM50.3 amendment

ON MOTION OF G. Cormier, SECONDED BY K. Krennerich, AND CARRIED, the Board voted to adopt the amendment with previously motioned changes.

R. Bergeron opened a discussion on multi-parish audits since the Board has the ability to create a multi-parish audit program.

Multi-parish Audit Program

ON MOTION OF J. LaGrange, SECONDED BY G. Cormier, AND CARRIED, the Board voted to create a Board regulation based on the Best Practices developed by LATA.

Multi-parish Audit Program

ON MOTION OF G. Cormier, SECONDED BY J. Gallagher, AND CARRIED, the Board voted to have the Board begin developing a multi-parish audit program.

Financial Reports

ON MOTION OF K. Krennerich, SECONDED BY G. Cormier, AND CARRIED, the Board voted to accept the financial reports as of 9-30-2020.

- R. Bergeron reported he submitted the Board's financial reporting requirements adjustments on 10-13-2020.

Adjournment

ON MOTION OF J. LaGrange, SECONDED BY J. Gallagher, AND CARRIED, the Board voted to adjourn at 3:12pm.