**LOUISIANA UNIFORM LOCAL SALES TAX BOARD**

**August 27, 2018**

**Special Meeting**

The Louisiana Uniform Local Sales Tax Board held a special meeting at the LMA Building, 700 N 10th Street, Baton Rouge, LA 70802, on August 27, 2018 at 10:00 am.  The following board members were in attendance:  Donna Andries, Amber Hymel, Tiffani Delapasse, Mark West (Proxy for Roland Dartez), John Gallagher, Greg Ruppert, and Amanda Granier (Proxy for Janet Pope).  Absent:  Mike Ranatza

**NEW BUSINESS:**

* Chairwoman Andries recommended the Board consider hiring a consultant on a contract basis to oversee its technology needs. Tiffany Delapasse made the motion that the Board’s legal counsel, Andrew Kolb, will draft a proposed technology consultant contract scope and requirement listing to advertise for resumes to be considered for the position at the next board meeting. The motion was seconded by Greg Ruppert and unanimously passed by the board.
* The request was made to send the Executive Director to the Streamline Sales Tax Governing Board Meeting in Saint Louis. The Board decided to have the Director call in to the open teleconference meeting in order to determine if it would be necessary for the Board to have a presence at future meetings.
* The idea was introduced to create committees to discuss issues before the actual regular meeting in order to expedite items in the future. It was the wishes of the Board to not create committees due to the fact each committee would only have about 2 members, so as an alternative the Executive Director will have a Board member to contact in relation to a certain area or issue in order to establish forward progress before items are presented to the Board as a whole.

**EXECUTIVE DIRECTOR’S REPORT**

* Mr. Bergeron discussed the status of the PPM in relation to the Board’s employees. He has contacted the legislative auditor’s office and researched the State’s policies in relation to the proposed policy. Mr. Bergeron will provide the report to Mr. Kolb for review before presentation before the September meeting.

**OTHER BUSINESS**

* It was brought to the Board’s attention that taxpayers have been erroneously filing local taxes on direct market returns with the State. Mr. Ruppert is requesting that the Board allow him and the Executive Director schedule a meeting with Secretary Robinson to determine what can be done to start an open line of communication and information sharing in regards to such filings and remittances. A motion was made by Greg Ruppert to allow such a meeting and seconded by Amanda Granier. Item was unanimously passed by the Board.

**ADJOURN**

Motion to adjourn at 12:58pm was made by Amanda Granier and seconded by Greg Ruppert and unanimously passed by board.

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