

# LOUISIANA SALES AND USE TAX COMMISSION FOR REMOTE SELLERS

## Minutes of May 21, 2020 \*Special Meeting\*

- I. **Call to Order/Roll Call** - The special meeting of the Louisiana Sales and Use Tax Commission for Remote Sellers was called to order at 11:04 AM by Chairman Krennerich via Zoom. A quorum was established with seven of the eight members being in attendance. Members present were:
  1. Kressynda Krennerich (ULSTB)
  2. Darlene Allen (LDR)
  3. Kimberly Robinson (LDR)
  4. Kelli Jumper (LDR)
  5. Vanessa LaFleur (LDR)
  6. Amanda Granier (ULSTB)
  7. Jeffery LaGrange (ULSTB)
  
- II. **Certification for Lack of Quorum**
  - Chairman Krennerich made a statement that pursuant to Governor Edwards Executive Proclamation 59 JBE 2020, the Commission was providing for attendance via tele/video conference as allowed during the COVID-19 health emergency due to the inability to operate in person and establish a quorum.
  
- III. **Discussion Items:**
  - A. **Review of Direct Marketer Notification Letter**
    - A draft of the letter that will be sent to direct marketers who are currently registered with the Department of Revenue was provided on the Commission webpage prior to the meeting for review and comment. The next letter sent will be more instructional in nature. Letters will be sent via U.S. Mail and also via email if applicable. One grammatical change was requested to the letter. With no public comment and no further discussion, the letter will be issued.
  
  - B. **Review of FAQs on Remote Sellers Commission Website**
    - A draft of the FAQs that will be on the Commission website were provided on the Commission webpage prior to the meeting for review and comment. Ms. Jumper stated that it looks to be a good starting document and can be updated in the future if needed. Ms. Krennerich stated if anyone has any future questions or issues that may need to be addressed please submit those to the Commission and they will be reviewed and addressed. No public comment was received via email or during the meeting. No changes were requested to the draft.

### **C. Accounting Software for the Remote Sellers Commission**

- Ms. Krennerich mentioned the Commission is also looking to acquire an accounting software in addition to the system of record and filing portal in order to memorialize and process the day to day operations. A discussion was had with the Office of Technology Services on obtaining software for any reports that must be reported to the legislative auditors and will be compatible with the software the Department of Revenue uses currently. There was no comment from members. Todd Nichols sent a message via chat to ask whether a request for purchase (RFP) will be issued for the software. Ms. Krennerich answered that it will depend on what is recommended to the Commission from the Office of Technology Services and if it will be outside of any software the state currently has and is using.

### **IV. Personnel Committee Report**

- A copy of the personnel committee report was also posted to the Commission webpage for review and comment. Ms. LaFleur gave an update on the interviews and selections made by the personnel committee for the Executive Director and Tax Specialist positions. Three candidates were interviewed and two selected for the tax specialist positions along with salary recommendations. The Executive Director position is still being vetted, and Ms. LaFleur asked for additional time to make a recommendation to the Commission for the position. Ms. Krennerich asked for a roll call vote to be taken to take under consideration the recommended selections submitted by the personnel committee.

### **V. Potential Executive Session**

#### **A. Review and Selection of Candidates from Personnel Committee Report**

- A roll call vote was taken by members to enter into Executive Session to discuss the selections submitted by the personnel committee. All members agreed to enter Executive Session. All attendees of the public were put in the virtual waiting room while members were in executive session.
- Upon entering back into to the public meeting all attendees in the waiting room were added back into the meeting. As a result of the executive session Ms. LaFleur made a motion to offer the two tax specialist positions to Kerya Drummond and Jewel Hatfield at a salary of \$55,000/yr. The motion was seconded by Ms. Allen. A roll call vote was taken and all members agreed.

### **VI. Other Business**

- Ms. Granier is reviewing the exemption schedules for the software and gave an update on the software.
- Ms. Allen added that there has been some movement on the missing domicile codes and are expecting more from the City of New Orleans and Vernon Parish in the next day.

- Natalie Vipari asked a question related to reporting requirements and technical specifications of the remote sellers return. Ms. Krennerich answered yes and as soon as the testing is completed the Commission will issue requirements and will ask preparers for their requirements. Ms. Vaspari followed up as to the time frame expected. Ms. Krennerich answered within the next couple of weeks.
- James Nani inquired as to the direct marketer notification letters of how many will go out and approximately when. Ms. Krennerich answered that approximately 700 letters will go out. Ms. Granier clarified that the first set of letters will go to those direct marketers currently registered with the Department of Revenue and that have been identified as having met the thresholds to file as a remote seller. Mr. Nani followed up confirming that the 700 does not include all remote sellers. Ms. Krennerich answered that it does not include all remote sellers. Additional guidance will be issued to those who are not currently registered but will need to as of July 1<sup>st</sup>.

**VII. Public Comment**

- There was no further public comment.

**VIII. Adjournment**

- With a motion to adjourn from Ms. Granier and a second by Ms. Jumper, Ms. Krennerich adjourned the meeting at approximately 11:51 AM.