

Parish E-File Advisory Committee Meeting

Meeting of June 12, 2008

MINUTES

The Parish E-File Advisory Committee met in conjunction with the LATA Quarterly Meeting in Gonzales, LA on Thursday, June 12, 2008 at nine o'clock a.m. (9:00 a.m.).

Committee Members present were: Chairman, Mark West, Cynthia Bridges, Cynthia Boudreaux and Henri Louapre (via conference phone).

Committee Member Roy Austin was absent.

Chairman West declared the meeting duly convened at 9:07 a.m.

Committee Member Cynthia Boudreaux made a motion to adopt the minutes from Advisory Committee meeting of May 7, 2008 and Cynthia Bridges seconded that motion.

Rick Mekdessie with RAMware presented the following items to the attendees:

1.) Amended Returns

- Automated Process

2.) Training Sessions

- July 8th – BETA Testers in Baton Rouge at Department of Revenue.
- July 1-8, 2008 twelve (12) parishes will go live
- Training will be held in 2 hour sessions and will be MANDATORY.
 - August 27, 2008 – Southeastern District # 2 (10 am-12 pm / 1-3 pm)
 - Aug. 28, 2008 – Southwestern District (10 am-12 pm / 1-3 pm)
 - Sep. 4, 2008 – Southeastern District # 2 (9:30 -11:30 am / 1:30-3:30 pm)
 - Sep. 15, 2008 – Northeastern District (1-3 pm)
 - Sep. 16, 2008 – Northwestern District (10 am -12 pm / 1-3 pm)
 - Sep. 17, 2008 – Central District (10 am-12 pm / 1-3 pm)
- Parishes will be requested to pre-register for training sessions
- By October 1, 2008 everyone has to accept terms to go live
- Cynthia Boudreaux will draft letter regarding the training sessions

3.) Status of Locals' Response to Requested Tax Rate & Related Information

- Less than 1/3 have not responded, but they were contacted and claimed that their information is on the way
- A reminder notice will be issued

4.) Issues with Other Parishes

- Compliance

- Lines 1-12 (would like one column)
- 5.) Logo and Website Address
- Parish E-File.com is the official title and web address
 - Can be accessed through .org, .net, or without the dash

Chairman West opened the floor to any questions from meeting attendees.

Committee Member Henri Louapre inquired about having training for the taxpayers

- Committee is not opposed to it
- CPA Society would be a source
- It's a user-friendly system
- Focused groups were used to make the system as simple as possible
- Currently there are over 10,000 users each month
- Development of a training video or presentation on the home page of the website for first time users

Mr. Louapre also inquired about the make-up of BETA Testers for the 12 parishes, whether taxpayers, collectors, or both. They'll be collectors.

Chairman West added that he would like to promote the system to out-of-state taxpayers. Committee Member Cynthia Bridges suggested that information be published in public publications and via national organizations such as FTA, SEATA, IPT, etc.

The next Advisory Committee Meeting is scheduled for Thursday, July 10, 2008 at 10:00 a.m., at the Louisiana Department of Revenue.

There being no further agenda items or public comments Chairman West carried that the meeting be adjourned.

Meeting was adjourned at 9:36 a.m.

Respectfully submitted by:

Mark West, Chairman