

**AUDIT COMMITTEE MEETING
PUBLIC SESSION-Minutes**

KANSAS CITY, MO

JULY 25, 2016

I. CALL TO ORDER:

Frank Hales, Audit Committee Chair called the meeting to order at 1:00 P.M. and welcomed the members and guests who were present.

II. ROLL CALL:

Present were the following members and guests:

NAME	STATE OR AFFILIATION	NAME	STATE OR AFFILIATION
Walter Anger	AR	Don Richardson	KY
Sara Archer	PwC	Jeff Silver	MTC
Dan Armer	NM	Michael Smith	DE
Tom Atchley	AR	Shawn Stacy	KY
Michelle Biermeier	WI	Marshall Stranburg	MTC
Mike Christensen	UT	Randy Tilley	ID
Anita Conner	PA	Christy Vandevender	AL
Holly Coon	AL	Tyler Wallace	OR
Tommy Cooper	GA	Donna Whitcomb	NH
Richard Cram	MTC	Steve Yang	MTC
Cathy Felix	MTC	Lee Baerlocher	MT
John Frasier	NH	Karolyn Bishop	WA
Keith Getschel	MTC	Steven Alvarez	GA
Frank Hales	UT	Misgana Tesfaye	CO
Harold Jennings	MTC	Richard Jackson	ID
Hal Jones	TN		
Don Jones	OR		
Jayne Kulberg	WI	Michelle Mayberry*	AL
Geemon Kurian	DC	Jane Mayberry*	AL
Deanna Munds-Smith	AR	Rebecca Berry*	LA
Marcia Ann Oakman	KY	Scott Leary*	MO
Matt Peyerl	ND	Mike Simmons*	NE
Nick Polimeros	MTC	Andrew Glancy*	WV
Rouen Reynolds	AL	Mike Boekhaus*	KS

* Participated by telephone

III. PUBLIC COMMENTS:

There were no Public Comments.

IV. APPROVAL OF MINUTES PUBLIC SESSION:

The minutes of the public session of the Audit Committee meeting of March 3, 2016, in Salt Lake City, Utah were approved with a motion by Randy Tilley.

V. AUDIT DIRECTOR'S REPORT

Keith Getschel, Audit Director, referred to his written report on the status of the Audit Program. For the fiscal year end, 6/30/16, the MTC Audit Program has completed four income tax audit and parts of seven other income tax audits. They have also completed eleven sales tax audit and parts of six other sales tax audits. The proposed assessments for the fiscal year ended 6/30/16 are \$175,106,740 for income tax and \$5,610,324 for sales tax. There are seventeen (17) income and thirty-two (32) sales tax audits in progress.

Keith reported that Pamela Downs, an income tax auditor, had resigned effective June 24, 2016. This vacant position had been posted and there were a lot of good applicants. First round interviews will begin the week of August 8, 2016. This position will report to the New York office.

Keith reported on the MTC training opportunities that were held. Two statistical sampling classes were held this past spring. The first was in St. Paul, Minnesota, April 11th through the 14th, 2016. The second class was in Hoover, Alabama, May 2nd through the 6th, 2016. Bob Schauer and Harold Jennings were the instructors for these classes. A corporate income tax class was held in Providence, Rhode Island, May 23rd through the 26th, 2016. Jeff Silver and Larry Shinder were the instructors for Part Two of this class.

VI. STRATEGIC PLANNING PROCESS

Marshall Stranburg, Deputy Executive Director, gave a brief update on the MTC's strategic planning process. He encourage all of us to consider the strategic planning process not as project to be completed, but rather, an ongoing process of continual improvement.

VII. AUDIT SATISFACTION SURVEY

Keith presented the committee with a draft copy of an Audit Satisfaction Survey. He asked the committee to provide their opinion on whether, or not, the audit program should conduct this taxpayer survey. The committee was in agreement that such a survey would be beneficial. Since the current draft copy is not in final format, Keith asked for suggestions and input in finalizing this survey. Several states indicated they send out similar surveys. Marshall Stranburg suggested that the states provide Keith with a copy of their surveys, along with any other feedback by September 1, 2016.

VIII. NEW BUSINESS AND ADJOURNMENT

There was no other new business to discuss and the public session was adjourned with a motion from Randy Tilley. The public session was adjourned at 2:10 P.M..