



## TARGETED ACCESSIBILITY FUND OF NEW YORK

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### Advisory Board Meeting Minutes

November 16, 2004

#### \*Approved by Board 2/8/2005\*

**Board Members Present:** Bill Salvatore (Chairperson), Patricia Knapp (Vice-Chairperson), Barbara Bouton (Secretary/Treasurer), Chris Duryea, Charlie Brennan, Juliana Janson, Susan Zimmerman, Joe Dunbar, and John Sutphen.

**Others Present:** Lou Piazza (TAF Manager), Jim Williams (TAF Senior Analyst), John Flack (Pool Administrator), Bill Darcy (Consultant) and Keith Roland (TAF Attorney).

- I. Bill Salvatore, Chairperson called the meeting to order and took role call. A quorum was present and the meeting proceeded. Lou informed the Board that John Sutphen from Taconic Telecom (representing the Small IXC's) was taking the place of Jane Valik.
- II. The Board reviewed the minutes of the August 10, 2004 Board meeting. A motion was made by John Sutphen to accept the minutes, including suggested changes by Bill Salvatore, seconded by Charlie Brennan and then unanimously approved by the Board.
- III. Lou provided the TAF status report for July through September 2004. Some of the revenue and cost adjustments were the result of TAF audits, prior month and year-end adjustments of several large companies. Lou informed the Board that over the next few months there will be some large adjustments from a couple of large companies consisting of prior year annual true-ups. Bill Salvatore made a motion to adopt and approve the TAF Status Reports as presented; it was seconded by Patricia Knapp and unanimously approved by the Board.
- IV. Lou provided a TAF Administrative Expense Summary Report for the months of July 2004 through September 2004 and answered member's questions. He advised the Board that the Treasurer (Barbara Bouton) reviewed a more detailed summary and answered her questions prior to the Board meeting. Additionally, he pointed out that September reflected a payment for the new TAF website, which is under development and could run over budget by a few thousand dollars. The website should be up and running in the first quarter of

2005. Bill Salvatore made a motion to accept the report as presented. John Sutphen seconded the motion and the Board unanimously approved.

- V. Jim Williams provided the Board with an update and overview of the new website, along with a demonstration. Following the demonstration he answered questions.
- VI. Lou Piazza provided the Board with the status on the relay provider and other issues.
  - a. Lou informed the Board that he been working with the Relay Account Manager on the Outreach & Education Plan. Good progress is being made including the tentative hiring of additional relay ambassadors, which will be located through out the state for even more specialized O&E.
  - b. The Relay Provider is currently providing Caller ID through the Relay Center for about 85% of all relay calls which represents local calling only. However, due to software/equipment problems the long distance portion of Caller ID is not functional yet. The Provider is working to correct this problem and should have it ready in January. Until Caller ID is 100% the Provider has agreed to a reduction in the contracted rate. Lou will keep the Board informed as to their progress and will recommend appropriate action if the problem persists.
  - c. Lou reminded the Board that the FCC has requested and received comments on the shifting the funding of Video Relay Service (VRS) and IP Relay from the FCC to the states. If this materializes it could have an estimated \$4 - \$5 million dollar impact on TAF's annual cost. He will keep the board posted but suggested that every company should be looking at it as well.
  - d. Lou informed the Board that he and Jim met on October 5th with some PSC Staff members to provide them with an overview and understanding of the Voice Carry Over (VCO) CapTel phone. He further informed the staff if this service is approved and mandated by the FCC it could represent an additional estimated cost of \$1.5 million to the TAF fund and could have an affect on the 80% in state call volume.
- VII. Lou requested that the Board approve several updates to the TAF Manual which would address verbiage applicable to TAF's incorporation, TRS authority and oversight, and the Public Interest Payphones. After some discussion and a few word revisions recommended by Charlie Brennan, Bill Salvatore made a motion to approve the updates, seconded by John Sutphen and unanimously approved by the Board.
  - a. Due to the pending retirement of Bill Salvatore an election was held to elect a new Chairperson. A motion by Susan Zimmermann to elect Patricia Knapp as Chairperson and Juliana Janson as vice-

chairperson was presented. It was seconded by Barbara Bouton and than unanimously approved by the Board upon their acceptance of the positions.

- VIII. After the election, Pat Knapp presented Bill Salvatore with a plaque commemorating his contribution and leadership for the last seven years as the TAF Board Chairperson. In addition to the plaque a card and gift certificate was presented as well. The Board all wished him well.
- IX. Lou presented the Board with a tentative 2005 Board meeting schedule which was approved and then announced that the next scheduled Board meeting would be February 8, 2005 in Albany.
- X. There being no further business, Pat Knapp made a motion to adjourn the meeting. Juliana Janson seconded the motion and the meeting was adjourned.