



## TARGETED ACCESSIBILITY FUND OF NEW YORK

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### Advisory Board Meeting Minutes February 13, 2007

**\* Approved by Board May 8, 2007\***

**Board Members Present:** Juliana Janson (Vice-Chairperson), Garnet Goins, John Sutphen, Mary Burgess and Charlie Brennan. Members present via conference circuit were Patricia Knapp (Chairperson), Susan Zimmermann (Secretary/Treasurer), Gregg Collar and Debra LaBelle (PSC Staff).

**Others Present:** Lou Piazza (TAF Manager), Angelo Rella (Asst-TAF Manager)

1. Patricia Knapp, Chairperson called the meeting to order and took a roll call. A quorum was present and the meeting proceeded.
2. The Board reviewed the minutes of the 11/14/2006 Board meeting. Having no changes a motion was made by John Sutphen to adopt the 11/14/2006 minutes, seconded by Charlie Brennan and unanimously approved by the Board.
3. Lou provided a TAF status report. The October –December 2006 Assessment Summaries were presented. Lou explained that the large monthly adjustments were the result of several audits that were conducted by TAF resulting in adjustments that would continue over the next three or four months. Patricia Knapp asked if Lou could do a comparison on the assessable revenue over the last few years. A motion was made by Susan Zimmermann to approve the status reports as presented, seconded by Mary Burgess and unanimously approved by the Board.
4. Lou provided a TAF Administrative Expense Summary Report for the months of October 2006 thru December 2006. He told the Board that the Treasurer (Susan Zimmermann) reviewed a more detailed summary and Susan reported that everything looked in order and she was satisfied. A motion was made by Susan Zimmermann to approve the expense reports as presented, seconded by Mary Burgess and unanimously approved by the Board.
5. Lou reviewed the 2007 TAF Administrative Budget that was approved by the Pool Board. Lou provided a summary of various budget items explaining the variances between the 2006 budget and 2006 actual versus the 2007 budget. No Board action was required.
6. Lou provided a status report on the Telephone Relay Service (TRS). Lou informed the Board that the NY Relay Outreach and Education (O&E) program is being revised to incorporate the new Caption Telephone Service, which was started on

January 1<sup>st</sup> per the NYSPSC Order. The O&E plan will now include additional radio Public Service Announcements (PSA) around the state outlining the caption service as well as the normal hand out material.

Lou informed the Board that, to date, 527 CapTel phones have been sold, at the discounted price of \$99, and are all functioning using the relay center located in Madison, Wisconsin. Now that the Relay O&E plan will be going into effect the number of phones being sold should increase. Lou stated that if his projection is correct the annual cost of the new service would be around \$1.5 M to \$3.0 M. At the next Board meeting he should have the first quarter data available.

Note: Currently Caption Telephone Service is being offered by one company called CapTel (a wholly owned subsidiary of Ultra Tec Corp.). This service is being offered through a third party agent and our current state Relay Provider, Sprint Communications.

7. Patricia Knapp inquired whether TAF will be doing any RFP work this year. Lou responded by saying that the only RFP TAF would have to do would be the one for the relay service in the event the PSC does not approve a request for extension, as outlined in our current Providers agreement. In any event TAF would have to begin any RFP work in the June, 2007 time frame to ensure any new implementation would be ready when the current contract ends on June 30, 2008. A status should be available by the next Board meeting.
8. Lou informed the Board that PaeTec Communications has stepped forward to fill the vacant CLEC TAF Board seat and will be participating in our next board meeting. The person assigned by the company is Ms. Judith Messenger. John Sutphen asked TAF staff for a new board members list.
9. The next regular scheduled board meeting will be on Tuesday, May 8, 2007 in Albany, at the TAF/Pool Conference Room.
10. Gregg Collar made a motion to adjourn, seconded by Garnet Goins and approved unanimously by the Board.