



## TARGETED ACCESSIBILITY FUND OF NEW YORK

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### Advisory Board Meeting Minutes

August 10, 2004

#### \* Approved by Board 11/16/2004\*

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

**Others Present:** Lou Piazza (TAF Manager), Jim Williams (TAF Analyst), John Flack (Pool Administrator) and Jim Kittleman (PSC).

- 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 sitting in for Jane Valik. (Per a letter dated August 18 from Jane Valik, John is the new representative from Taconic Telecom)
- II. The Board reviewed the minutes of the May 11, 2004 Board meeting. A motion was made by Charlie Brennan to accept the minutes, including some suggested changes by Bill Salvatore (spelling & grammar), seconded by Bill Salvatore, and then unanimously approved by the Board.
- III. Lou provided the TAF status report for April - June 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 and that he has been working with those companies to spread the adjustments over a period of time to keep the monthly assessment ratio from spiking. Bill Salvatore made a motion to adopt and approve the TAF Status Reports as presented; it was seconded by John Sutphen and unanimously approved by the Board.
- IV. Lou provided a TAF Administrative Expense Summary Report for the months of April 2004 thru June 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. Bill Salvatore made a motion to accept the report as presented. John Sutphen seconded the motion and the Board unanimously approved.

- V. Lou Piazza informed the Board of the status of the Relay provider.
  - A. Lou stated that he and the Ad hoc Committee have been working with the Relay Account Manager to formulate and prioritize an Outreach & Education Plan.
  - B. Lou informed the Board that TAF provided all its participants with an update letter, dated July 1st informing them that the Caller ID feature allowing the Relay Center to pass callers ANI will be delayed until after July 1<sup>st</sup>. A copy of that correspondence was sent to all Board members.
  - C. TAF and the Ad Hoc committee have been working with the Relay Provider to correct the Caller ID problem. The Provider has informed TAF that caller ID should be ready for local calls (represents 85% of the relay calls) by August 23<sup>rd</sup> and that long distance caller ID should be available by November 1<sup>st</sup>. Until Caller ID is 100%, the Provider has agreed to a reduction in the contracted rate. Lou will keep the Board informed concerning these scheduled goals and will recommend appropriate action if not met.
  - D. Lou explained that the relay providers' tariff has been approved by the Public Service Commission (PSC) and is on file on the PSC website.
- VI. The Board discussed the possibility of changing the frequency of Board meetings. After a discussion it was determined that the schedule should remain the same, one meeting per quarter, unless otherwise needed. No vote was necessary on this issue.
- VII. The next scheduled Board meeting is Tuesday, November 16, 2004, in Albany.
- VIII. There being no further business, Bill Salvatore made a motion to adjourn the meeting. Charlie Brennan seconded the motion and the meeting was adjourned.