



BOARD OF TAX APPEALS

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Public Board Meeting

September 20, 2024

9:30 a.m.

Board of Tax Appeals

Minutes

Attendees: Claire Hesselholt, Chair; Rosann Fitzpatrick, Member; Matt Randazzo, Member; Ross Petersen, Executive Director

Identified Members of the Public: Keri Lamb, Trish Johnson, Jasmine Bruns, Mark Pree, Gilda Felizardo, and Mike Turner

Call to Order

- Meeting called to order at 9:30 a.m.
- Approved agenda
- Approval of minutes for July 22, 2024.

Discussion Topics

Director Report

- Statistics
 - Statistics were provided to the Board for the month of August.
- Spartan
 - Ross provided an update on the Spartan case management project.
 - All staff training is scheduled for the second week in October.
 - Staff is working to get all last-minute details ironed out and test cases ready for review during training.
 - Go live for internal system scheduled for mid-October.
 - Go live for external portal scheduled for January 2025.

Budget

- As we are coming up on the legislative session and the new biennium OFM will adjust for inflation.
- Due to low turnover rates within the agency, we cannot cover costs of increments to exempt employees as other agencies do.
- Three years ago, the Board started working on a salary grid.
 - The agency had enough funds to the first two years of increments the Board approved on the grid created but has not had funding for it since.
- A supplemental budget request was proposed to file with OFM to request additional funds for increments moving forward.
- Moved to file budget request with OFM
 - Passed.

Miscellaneous Business: Due to scheduling conflict the Board needs to change the date of the October Board meeting.

- Moved to reschedule October Board meeting to October 17, 2024.
 - Passed.
- Updated information on the date and time of the October Board meeting will be posted on the Board's website.

Future Agenda Items: Policy review, rules, regular updates.

Public Comments: None

At 9:54 a.m. the meeting adjourned.