

**Commission Members**

Laura Lapeze  
*Undersecretary, Louisiana Department of Revenue (Chairman)*  
Doug Bourgeois  
*Assistant Secretary, Louisiana Office of Tourism*  
Earl J. Millet, Jr.  
*Governor's Designee*  
Lindsay Schexnayder  
*Chief Financial Officer, LA Dept. of the Treasury*  
Tom Spiers  
*Commissioner – New Orleans World Trade Center*



**Commission Staff**

Deepa Woods  
*Executive Director*  
Amy Hemphill,  
*Accountant*

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## COMMISSION MEETING

**Thursday, March 30, 2023**

LaSalle Building  
617 N. 3<sup>rd</sup> St.  
Louisiana Room, 7th Floor  
Baton Rouge, LA 70802  
9:00 AM

### **AGENDA**

1. Call to order – Instructions
2. Approval of LTFS Commission Meeting Minutes of October 27, 2022
3. State of the Program discussion
  - a. Update on Refund Center Sites
4. Financial Discussion
  - a. Reports on customer activity and historical data
    - TOPS Report (January 2023 and February 2023)
    - Transportation Report (January 2023 and February 2023)
    - Status Report (2022 and 2023)
    - YTD and February 2023 Customer Activity Report
  - b. FY 22 to FY 23 handling fee comparison
  - c. YTD and February 2023 Profit and Loss Statements
  - d. FY 22 to FY 23 8 month budget vs actual expenses
  - e. LTFS Reimbursement/Cash Balances as of February 28, 2023
  - f. Revenue and expenses with Production Support Services takeover of voucher printing and shipping of vouchers
5. Other Discussion Items
  - a. Stored Value Cards pilot at Canal Place and Airport
  - b. 2023 Regular Legislative Session Support Letters
  - c. IRS 2012 W2s and 941s
  - d. New Orleans' Airport ask for increase in operating days and hours
  - e. Ethics and Sexual Harassment Training
  - f. Increase Executive Director salary per minutes from July 12, 2021 meeting
6. Other Business
7. Adjournment