

Meeting: Introductions and Orientation

Date: 08/16/2023

Task Force Attendees:

Board members: Paul Marquart, Lisa Bode, Pat Dalton, Jenny Max, Suyapa Miranda, Jill Sims, Michael Williams

Agenda

- Welcome
- Introduction of Revenue employees and Board Members.
- Review of Charter
- Establishing Team Norms
- Previewing Upcoming Meetings
- Closing

Notes

- Public Task Force meetings will take place over the next several months and will be recorded for public availability on the Department of Revenue website.
- Chair Marquart: What is the role of cities and counties when it comes to local food & beverage, sales, and lodging taxes? What might the local taxes extend to or impact beyond those?
 - The Legislature established this Task Force to have research done and receive advice on the level of involvement from local government when determining taxes & the impact of differing taxes between localities.
 - Legislature wants a diverse range of input and perspectives to develop a recommendation.
 - Last report that was done in 2004 had 11 total local taxes to review. Currently there are 141 local taxes after the 2023 Legislative session.
 - 11 meetings are scheduled between today and January 15, 2024 when the report is due to the legislature. 3 meetings are specifically for taking public input and testimony.
- Topic: Determine criteria for general local sales taxes, food & beverage taxes, and lodging taxes.
 - Member Williams: Need to determine authorizing body, i.e. Commissioner, local government, or someone else.
 - Chair Marquart: Advised against Commissioner of Revenue being authorizing body.

- Members Dalton & Williams: Need to determine what defines/demonstrates the requirement of being regionally significant.
 - Chair Marquart: Assured members that the topic will be a focus in future meetings.
- Establishing Norms for the Task Force
 - Any overarching/typical norms when working as a team?
 - Member Max: Treating other members as equals.
 - Member Williams: Active listening and proper preparation.
 - Member Bode: The Chair knows their role and makes sure that members feel comfortable to talk & have their voices heard.
 - Any norms for communication?
 - Chair Marquart: Using the “Raise Hand” function when attending virtually and doing a similar action to get the Chair’s attention when in person.
 - Member Dalton: Receive communication of items for meetings as early as possible.
 - Chair Marquart: Revenue will have an internal meeting the week prior to Public Meetings with the Task Force to determine needed items & information, then send out to members 5 days ahead of the meeting (a.k.a. the Friday prior).
 - Member Max: Communicate with Audel as the Task Force coordinator when needed.
 - Any norms for decision making?
 - Chair Marquart: Thoughts on voting versus consensus method when determining decisions?
 - Chair Marquart: Has preference for consensus and voting as last resort.
 - Member Dalton: Would notes about minority differences/dissent from the majority opinion/determination be included in the report?
 - Chair Marquart: Could be determined at a later date after several meetings.
 - Member Williams: Likes consensus determinations until a vote is needed.
 - Member Dalton: Recommendations could be made based on policy goals of members and would like to have members state their goals early on. Also being clear on assumptions when communicating, as there are always trade-offs in decisions (ease of administration, ease of compliance, autonomy/equitable funding, etc.).
 - Any conflict resolution norms?
 - Member Miranda: Stating conflicts of interest as the start to help other members get a better perspective. Talk out any issues/misunderstandings as much as possible.
 - Member Sims: Getting the perspective of every member when weighing decisions, ensuring notes of meetings go out quickly to allow time to review information provided, and active listening & being respectful during conversations.
 - Member Bode: Agrees with prior comments and would like to channel questions/observations through Audel regarding items that may not fit within the listed primary agenda of a meeting.
 - Important norms to have?

- Member Max: That the Task Force is a collaborative effort, allow space to think and review, and to focus back on respect if conversations get heated.
 - Audel will pull together the main points of norms discussed today and send out a list of agreed upon norms to the Task Force members.
- Upcoming Meetings
 - Public Testimony dates are set in place to allow public preparation & proper feedback.
 - Member Williams: Will public testimony be related to the Task Force in general or on specific discussion topics from recent meetings?
 - Audel: Taking in general testimony regarding local taxes and not necessarily on recent topics.
 - Audel: Public can go to the Revenue website to sign up for a date to give testimony & Audel will coordinate info for the meeting and information of the time available for the person giving testimony. If you would like to testify please email audel.shokohzadeh@state.mn.us
 - Other meetings can be flexible based on discussions and necessity.
 - Chair Marquart can adjust the schedule for any holiday impacts.
- Next Task Force Meeting is Wednesday, Aug. 30 from 2pm-3:30pm.
- Meeting is adjourned.