

AGENDA

UNIFORM ELECTRONIC LOCAL RETURN AND REMITTANCE ADVISORY COMMITTEE MEETING

Thursday November 29, 2007 9:30 a.m.

Louisiana Municipal Association Building

700 North 10th Street, Meeting Room 3

Baton Rouge, La. 70802

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1. Announce that RAMware was awarded the bid by the LDR to write the ULERRS program
 2. Explanation for the delay in this meeting
 3. Report from Rick Mekdessie of RAMware
 - a. General comments of the project
 - b. Possible timeline to roll-out of the system
 - c. Are any resources needed from the LDR?
 - i. Does RAMware have an adequate understanding of who to contact at the LDR for various issues?
 - ii. Does RAMware have an adequate understanding of LDR hardware and software resources?
 - d. Are any resources needed from LATA/local collectors?
 - i. Through LATA, the locals are available to assist in clarifying any ambiguous issues
 - ii. Does LDR/RAMware need any parishes to beta test the program?
 - e. Are any resources needed from Business and Industry?
 - i. LDR has mentioned businesses that have volunteered to beta test the program?
 4. Local collector topics
 - a. Hardware & Software Requirements-Locals need to know minimums
 - b. Training
 - c. Banking requirements-Generic letter for local collector and their bank
 - d. Periodic Updates on progress of URR
 - e. Test files for local IT departments to work with
 - f. Validation Procedure-rates, rate changes, addresses, contacts, etc. (possible local focus group discussion)
 - g. Is the implementation going to be beta tested, regionalized or “big bang”
 - h. Will the roll out of Ach Debit be done separately from ACH Credit?

5. Business topics
 - a. Bulk Filing-How will it work
 - b. Bulk filers and form companies need time when forms are changed
 6. RAMware topics
 - a. Holiday calendar-regional holiday for LDR or USPS, but a local collector's office is open
 7. Report on Paper Reports
 - a. LATA passed a resolution requiring a single deduction column and stacked columns
 - b. LATA mailed a complaint or non-compliant letter to each parish.
 8. Many of the non-compliant parish are making the transition
 9. Public comments
 10. Adjourn
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