

**Real Property Tax Appeals Commission
Minutes of the Public Meeting held on
Friday, November 3, 2017**

Chairperson Gregory Syphax called the 3rd public meeting for CY 2017 to order at 4:26 p.m. in Hearing Room 1 in the Commission's suite of offices located at 441 4th Street NW. The quorum consisted of Gregory Syphax, Richard Amato, May Chan, Wendy Gadson, Don Isaac, Alvin Jackson, Cliftine Jones, John Neil Ollivierra, and Trent Williams. Edwin Dugas, Eric Jenkins, Frank Sanders, Stacie Scott Turner, and James "Skip" Walker were absent from the meeting. Executive Director, Carlynn Fuller, was also in attendance.

Minutes from the October 2, 2017, were reviewed. Richard Amato made a motion for approval of the minutes; May Chan provided the second to the motion. The minutes were approved.

Ms. Fuller gave the Executive Director's report and stated the following:

- 5086 Cases have been received during TY 2018
- Reminded everyone that the next Public Meeting is December 6, 2017 at 4 pm.

Mr. Syphax reported the following:

- Increased number of cases may mean difficulty in meeting Feb. 1st deadline 6 Commissioner's terms are expiring; James "Skip" Walker has not reapplied; Don Isaac intends to reapply.
- Need to schedule staff meeting
- Planned to do more training during the off-season last year but time didn't permit.
- Reminded everyone that there are 2 new Part Time members and to help them get acclimated to the Commission.

There were no members from the public present at the meeting.

John N. Ollivierra moved to adjourn the meeting. Richard Amato seconded the motion. The meeting was adjourned at 4:35 p.m.