

NR_key_name: EB9C8D6E005290A78525658C00562BA1
SendTo: CN=Jeremy Gunn/O=ARRB @ ARRB
CN=Laura Denk/O=ARRB @ ARRB;CN=Ron Haron/O=ARRB @ ARRB;CN=Kevin Tiernan/O=ARRB @
CopyTo: ARRB;CN=Tom Samoluk/O=ARRB @ ARRB
DisplayBlindCopyTo:
BlindCopyTo: CN=R ecord/O=ARRB
From: CN=Cathy Rodriguez/O=ARRB
DisplayFromDomain:
DisplayDate: 01/14/1998
DisplayDate_Time: 10:44:21 AM
ComposedDate: 01/14/1998
ComposedDate_Time: 10:41:13 AM
Subject: Re: IRS follow-up

Jeremy as you requested, I have done the following regarding IRS follow up:I put Joe Urban, Lynnette Platt, Don Squires, John Cummings, Linda Stiff, Bill Lovelace, & Michael Sincavage, in the the agency contacts database.I also put in the 4.6.3 (IRS correspondence file) handouts of the meeting which each person received.
To: Laura Denk/ARRB, Ron Haron/ARRB, Cathy Rodriguez/ARRB, Kevin Tiernan/ARRBcc: Tom Samoluk/ARRB
From: Jeremy Gunn/ARRB Date: 01/14/98 08:38:04 AMSubject: IRS follow-upWould you please do the following:
Laura: make a short meeting report; read the Farand memo and advise whether there are answers to the questions Joe Urban was posing to you. Should you or Jeremy contact either Urban or Cummings? We should act quickly on this. After a couple of days, please call Bill Lovelace and try and schedule a meeting where you can go over redactions and Section 6.
Ron: please draft an initial compliance letter to IRS and include categories you would like them to search. Although I don't want the letter to be overly cumbersome, consider whether we should repeat the items discussed at the meeting.
Jeremy: draft short follow-up letter to Linda Stiff and send package of WC materials; send follow-up letter to Burton (as requested by Stiff)
Cathy: collect one set of the agenda and exhibits and put it in the agency correspondence file. Add the sign-in names and numbers to the Agency contacts list.
Kevin: be sure to get the WC records back to Steve
Thanks all. I think it was a highly productive meeting.

Body:
recstat: Record
DeliveryPriority: N
DeliveryReport: B
ReturnReceipt:
Categories: