FileLocal

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Executive Board:

Andy Cherullo, Chair
City of Tacoma

Jan Hawn
City of Bellevue

Susy Haugen
City of Everett

Glen Lee
City of Seattle

Executive Board Meeting Summary

September 28, 2015

SEATTLE MUNICIPAL TOWER CONFERENCE ROOM 4070
SEATTLE, WA

KEY: Underlined text indicates actions/decisions.
Bold/italicized text indicates follow up items.

Standing Items

1. CALL TO ORDER

The September 28, 2015, meeting of the Washington Multi-City Business License and Tax Portal Agency (FileLocal) was called to order at 12:04 p.m. and held in Conference Room 4070 of the Seattle Municipal Tower in Seattle, Washington.

ROLL CALL

Board Members Present: Andy Cherullo (phone), Susy Haugen (phone), Jan Hawn (phone), and Glen Lee

Staff and Guests: Jamie Carnell, Ezra Hodge, Dawn Overbeck, Greg Kauper, Laurie McVay, David Linehan (phone), and Robert Fuller (phone)

2. PUBLIC COMMENT

There were no public comments.

3. APPROVAL OF MEETING SUMMARY

On a motion made by Jan Hawn and seconded by Susy Haugen, the board approved the July 27, 2015, meeting summary unanimously.

4. REVIEW OF FINANCIAL STATEMENT

There were no questions or comments regarding the July or August Financial Statements.

*A public comment period is provided to allow the public to briefly present information, topics or issues that they feel should be considered by the board. Presentation should be limited to three minutes and be summary in nature. The board may decide to discuss the topic briefly at that time or to request its placement on a future agenda.

5. **OTHER BUSINESS:** October 2015 Launch Go/No Go

A. **City of Tacoma**: Dawn reviewed the Go/No Go Decision Report for the City of Tacoma (included in the meeting packet). Results and summaries from each decision factor were reported as completed.

Bob Fuller noted there are two defects still open that are scheduled to be completed and tested prior to implementation. With the successful completion of those defects, the City of Tacoma is good to go.

The only concern still open regards ADA software compliance. The current status does not preclude a launch to a limited number of businesses in Tacoma, however The City of Tacoma is asking the vendor for full compliance in agreed to parameters prior to a full launch for Tacoma.

The Board agreed to a "Go." The City of Tacoma will launch at 9:00 a.m. on Tuesday October 15, 2015.

6. **ADJOURNMENT**

On a motion made by Susy Haugen and seconded by Jan Hawn, the Board adjourned at 12:18 p.m.

Respectfully Submitted,

Susy Haugen

Susy Haugen
Secretary, FileLocal