



**Tax Recovery and Criminal Enforcement  
Task Force Executive Board Meeting  
621 Capitol Mall, Room 2114, Sacramento, CA 95814  
August 17, 2016**

Meeting called to order at 10:03 a.m. by Randy Silva, Chairman, TRaCE Executive Board

**Members Present:**

Randy Silva, Chairman, BOE, Investigations  
Dan Gonzalez, Vice Chairman, Chief, FTB Investigations  
Richard Cutler, Deputy Attorney General, DOJ  
James Biscailuz, Special Agent in Charge, DOJ  
Eric Hirata, Deputy Division Chief, ABC  
David Montoya, Chief, EDD Investigations  
Manual Alvarez, Assistant Special Agent I Charge, FBI  
Michael Tsang, Acting Assistant Special Agent in Charge, DHS, Proxy

**Members Absent:**

Greg Robins, Supervisory Special Agent, IRS, Tyron Blanchette, Assistant Special Agent in Charge, IRS, Proxy

**Discussion Items:**

- June 15, 2016 Minutes
  - Dan Gonzalez motioned to approve the June 15, 2016 Minutes. Motion was seconded by Manny Alvarez.
  - Vote: 9 in favor, 0 opposed  
**Resolved: Motion Carried**
- Confidentiality Forms
  - Confidential forms for BOE, EDD, and FTB were provided to the Executive Board Members as these forms will be given to their task force agents at a date and time to be determined.
  - There will be a one day training on maintaining confidential tax agency information pursuant to the TRaCE MOU.
  - Homeland Security and IRS Regional Board Members requested review of the forms before their staff assigned to TRaCE were given the form during training
- Yearly Combined Executive and Regional Board Meeting
  - The tentative date for the combined meeting is February 22, 2017
  - The tentative date of February 22, 2017 may need to be rescheduled due to lack of hotel accommodations for the “state rate” as other events and conferences are scheduled in Sacramento for the same week. May need to move the meeting to the first week of February 2017

- Each Agency will be taking care of travel and per diem expenses for their respective staff that attends the meeting.
- Status Reports
  - Outreach
    - A handout outlining the outreach events in the 2Q16 was provided to the Executive Board Members
    - Susan Gorsuch and Gina Fong gave a presentation to the Bureau of Medi-Cal and Elder Abuse (BMFEA)
      - BMFEA is interested in partner with TRaCE on a case
    - Susan Gorsuch and Gina Fong gave a presentation to the Board of Equalization Advisory Council at the request of Howard Jarvis Taxpayers Association
      - All members of the Advisory Council were very interested and supportive of TRaCE, i.e. Intel, Apple, etc.
    - Susan Gorsuch gave a presentation to Apple representatives
      - Presentation was in Sunnyvale and their Intellectual Property Rights (IPR) unit attended.
      - Apple is very interested in partnering with TRaCE to protect their brand.
    - Susan Gorsuch and Gina Fong gave a presentation to the Department of Industrial Relations
      - Interested in partnering on fraud/labor cases
      - Explained the separation between RRACE and TRaCE
    - Susan Gorsuch and Gina Fong attended Point of Sale Suppression (POS/Zapper) training in Glendale for one week
    - Training was on Point of Sale, Zapper, and other technology used to suppress sales and underreport gross receipts Outreach coming up
      - Presentation in September 2016 with San Luis Obispo Police Department
      - Investigative Consultants (a private investigative firm specializing in counterfeit investigations and brand protection) has requested Gina Fong and Susan Gorsuch to be speakers and present the TRaCE Enforcement Model at their Law enforcement training in October with Mesa Police Department located in Arizona
  - BCP Workgroup
    - The BOE BCP is on hold
    - FTB, BOE, and EDD are waiting for Department of Justice to submit legislation to the Governor's office to set aside funding to expand TRaCE into the San Diego and the Bay Area.
    - The idea is to have all State Departments participating on TRaCE to submit their BCPs to Department of Finance at the same time so that review can be accomplished with the common goal in mind. Jim Biscailuz, (DOJ SAC) stated the legislative proposal is completed and with the DOJ Budget Office.
    - It is on hold until the end of September 2016
    - Held until legislation cycle 16/17 and fund 18/19
  - Accomplishments Report 2Qtr16
    - Handout was provided to the Executive Board
- Request for Cost of Investigation Expenditure
  - Request to purchase additional Challenge Coins

- The last purchase was about a year ago for 100 Challenge Coins
- Cost :
  - 50 coins - \$490
  - 100 coins - \$705
  - 300 coins - \$1,035
- Randy Silva motioned to purchase 100 additional Challenge Coins. Motion was seconded by Mike Tsang.
  - Vote: 9 in favor, 0 opposed
  - **Resolved: Motion Carried**
- Request to use TRaCE Cost of Investigation funds to pay for task force agent, Heidi Gutierrez (FTB), registration fees (\$500) for the IACC Conference held in Scottsdale, Arizona in October 2016
- Eric Hirata motioned to pay for the training registration for Heidi Gutierrez. Motion was seconded by Jim Biscailuz.
  - Vote: 9 in favor, 0 opposed
  - **Resolved: Motion Carried**
- TRaCE Publication
  - Gina Fong requested a vote on whether we add the “badge images” of all task force participants (some task force department’s only participate on the LA TRaCE Task Force)
  - Motion by Randy Silva to maintain only display core agencies badges (department’s that have personnel on both operating TRaCE task forces (Nor Cal and LA) on the cover of the TRaCE publication and notate the other agencies in the content of the publication. Motion was seconded by Dan Gonzalez.
  - Tyron Blanchette from IRS asked to change their agency name to Internal Revenue Service – Criminal Investigation on the publication
- Presentation of Awards
  - Award presented to Manny Alvarez, FBI for his participation on the TRaCE Executive Board.
    - Manny Alvarez introduced Bob Tripp, FBI Supervising Special Agent, who will be the Acting Assistant Special Agent in Charge, until the FBI hires his replacement.
  - Award presented to Eric Hirata, ABC for his participation on the TRaCE Executive Board.
    - At this time, ABC is leaving TRaCE.

Next Meeting is scheduled for October 26, 2016 at 10:00 a.m., at 621 Capitol, Mall Room 2114.

Open session meeting adjourned at 10:35 a.m. by Randy Silva, Chairman, TRaCE Executive Board.