

TAC MEMBER ONBOARDING & ORIENTATION
JANUARY 23, 2025
1:00 – 2:30 PM

This meeting is being offered via Zoom:

<https://mt.gov.zoom.us/j/85370008511?pwd=JijbHubd7jG9ARrOOib1xJCubFOiV9.1>

AGENDA

Welcome and Introductions—Barb Sanem, Destination MT

Document Review:

- Statutes:
 - TAC Responsibilities [MCA 2-15-1816](#)
 - Distribution of Lodging Facility Use Tax Funds (bed tax) [MCA 15-65-121](#)
- TAC [Job Description](#)
- Open Meeting Law Key Points – [Public Meeting Law](#)
- [TAC Operating Policy](#) Overview
- TAC Committee Overview
 - [Committee Assignments](#)
- Six Tourism Regions and 21 CVBs – collectively known as Destination Marketing/Management Organizations – [DMOs](#)
- DMO Regulation and Procedures – [January 2022 Regulations and Procedures](#)
- ServiceNow Demonstration – brief demonstration of DMO Plan software platform
 - [OKTA](#) Registration
 - [ServiceNow Platform](#)
- TAC [Expense Reports](#)
 - [W-9](#)

Additional Resources/Information:

- TAC Website [link](#)
- Contact Sheets
 - [TAC](#)
 - [Regions & CVBs](#)
- [Lodging Facility Use Tax](#) (Bed Tax) Collections

Q&A

Note: Other than the meeting starting time, any time listed is approximate and agenda items may be rearranged. Destination MT makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in state government. Persons needing accommodations must notify Barb Sanem no later than January 22, 2025, to allow adequate time to make needed arrangements. You can call (406) 841-2769, fax (406) 841-2871, or write to the Destination MT, PO Box 200533, Helena, MT, 59620 to make your request.