

## 2018 Current Fiscal Year Report: Industry Trade Advisory Committee on Distribution Services

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### 1. Department or Agency

Department of Commerce

### 2. Fiscal Year

2018

### 3. Committee or Subcommittee

Industry Trade Advisory Committee on Distribution Services

### 3b. GSA Committee No.

No.

21408

### 4. Is this New During Fiscal Year?

No

### 5. Current Charter

02/14/2014

### 6. Expected Renewal Date

02/14/2018

### 7. Expected Term Date

### 8a. Was Terminated During Fiscal Year?

Yes

### 8b. Specific Termination Authority

### 8c. Actual Term Date

02/14/2018

### 9. Agency Recommendation for Next Fiscal Year

Merge

### 10a. Legislation Req to Terminate?

No

### 10b. Legislation Pending?

Not Applicable

### 11. Establishment Authority

Statutory (Congress Created)

### 12. Specific Establishment Authority

P.L. 93-618

### 13. Effective Date

03/27/1975

### 14. Committee Type

Continuing

### 14c. Presidential?

No

### 15. Description of Committee

Other Committee

### 16a. Total Number of Reports

No Reports for this Fiscal Year

### 17a. Open Meetings and Dates

No Meetings

### 17b. Closed

0

### 17c. Partially Closed

0

### Other Activities

0

### 17d. Total

0

### 18a(1). Personnel Pmts to Non-Federal Members

Current FY Next FY  
\$0.00 \$0.00

### 18a(2). Personnel Pmts to Federal Members

\$0.00 \$0.00

### 18a(3). Personnel Pmts to Federal Staff

\$17,325.00 \$0.00

### 18a(4). Personnel Pmts to Non-Member Consultants

\$0.00 \$0.00

### 18b(1). Travel and Per Diem to Non-Federal Members

\$0.00 \$0.00

### 18b(2). Travel and Per Diem to Federal Members

\$0.00 \$0.00

### 18b(3). Travel and Per Diem to Federal Staff

\$0.00 \$0.00

### 18b(4). Travel and Per Diem to Non-member Consultants

\$0.00 \$0.00

<b>18c. Other(rents,user charges, graphics, printing, mail, etc.)</b>	\$0.00	\$0.00
<b>18d. Total</b>	\$17,325.00	\$0.00
<b>19. Federal Staff Support Years (FTE)</b>	0.10	0.00

**20a. How does the Committee accomplish its purpose?**

The Committee shall perform such functions and duties and prepare such reports, as may be required by Section 135 of the Trade Act, with respect to the industry trade advisory committees. The Committee advises the Secretary and USTR on trade matters referred to in section 135(a)(1) of the Act, and is consulted regarding the matters referred to in section 135(a)(2) of the Act. The Committee provides detailed policy and technical advice, information, and recommendations to the Secretary and USTR regarding trade barriers, negotiation of trade agreements under section 2103 of the Bipartisan Trade Promotion Authority Act of 2002, and implementation of existing trade agreements affecting its sector.

**20b. How does the Committee balance its membership?**

Members shall be selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance, the principal criterion for selection being ability to carry out the objectives of this Committee as set forth in Section 3 of the Charter. Secondary selection criteria are ensuring that the Committee is balanced in terms of points of view, demographics, geography, and company size.

**20c. How frequent and relevant are the Committee Meetings?**

ITAC 5 usually meets up to 4 times a year.

**20d. Why can't the advice or information this committee provides be obtained elsewhere?**

This Committee is essential to carry out the Secretary and USTR's responsibilities under section 135(c)(2) of the 1974 Trade Act, as delegated by E.O. 11846 of March 27, 1975. There is no other Committee that can perform the duties of this Committee.

**20e. Why is it necessary to close and/or partially closed committee meetings?**

The Industry Trade Advisory Committees were established by the Trade Act of 1974 and in accordance with the Federal Advisory Committee Act (FACA). Subsection 135(f) of the Trade Act provides that the ITACs shall be exempt from the provisions of the FACA relating to open meetings, public notice, public participation, and public availability of documents when it is determined that the proceedings would, if disclosed, seriously compromise the Government's negotiating objectives or bargaining positions regarding trade policy matters. ITAC meetings routinely involve these kinds of discussions. The

United States Trade Representative evaluates each meeting agenda and issues a Notice of Determination when it is necessary to close meetings.

**21. Remarks**

Subcommittees, or their equivalents, are authorized to be formed under the terms of the Committees' charters, which were issued pursuant to Subsection 135 (f) of the Trade Act of 1974 (Public Law 93-618) as amended, and the Federal Advisory Committee Act (Public Law 92-463). Because subcommittees, or their equivalents, do not report out independently but through the parent Committee, the costs are included under the parent Committee.

**Designated Federal Officer**

Richard Boll International Trade Specialist

Committee Members	Start	End	Occupation	Member Designation
Becker, Steven	03/13/2014	02/14/2018	Southern Wine and Spirits of America, Inc.	Representative Member
Gallegos, Albert	03/13/2014	02/14/2018	National Automobile Dealers Association	Representative Member
Handal, Peter	02/28/2018	02/14/2022	Dale Carnegie & Associates, Inc.	Representative Member
Holwill, Richard	02/02/2008	02/14/2022	Alticor, Inc.	Representative Member
Tuttle, James	02/28/2018	02/14/2022	Tuttle International Group, Ltd.	Representative Member

**Number of Committee Members Listed: 5**

**Narrative Description**

The Committee shall perform such functions and duties and prepare such reports as may be required by section 135 of the Trade Act with respect to the industry trade advisory committees. The Committee advises the Secretary and the USTR concerning the trade matters referred to in section 135(a)(1) of the Trade Act, and is consulted regarding the matters referred to in section 135(a)(2) of the Trade Act. The Committee functions solely as an advisory committee in accordance with the provisions of the FACA, as amended, 5 U.S.C. App., with the exceptions set forth in the Trade Act. In particular, the Committee provides detailed policy and technical advice, information, and recommendations to the Secretary and the USTR regarding trade barriers, negotiation of trade agreements, and implementation of existing trade agreements affecting its sectors; and performs such other advisory functions relevant to U.S. trade policy as may be requested by the Secretary and the USTR or their designees.

**What are the most significant program outcomes associated with this committee?**

Checked if Applies

- Improvements to health or safety
- Trust in government
- Major policy changes

- Advance in scientific research
- Effective grant making
- Improved service delivery
- Increased customer satisfaction
- Implementation of laws or regulatory requirements
- Other

**Outcome Comments**

NA

**What are the cost savings associated with this committee?**

Checked if Applies

- None
- Unable to Determine
- Under \$100,000
- \$100,000 - \$500,000
- \$500,001 - \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$10,000,000
- Over \$10,000,000
- Cost Savings Other

**Cost Savings Comments**

NA

**What is the approximate Number of recommendations produced by this committee for the life of the committee?**

5

**Number of Recommendations Comments**

On average 2-3 recommendations are made annually. The total number of recommendations is for the 2014-2018 charter term to date.

**What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?**

60%

**% of Recommendations Fully Implemented Comments**

NA

**What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?**

40%

**% of Recommendations Partially Implemented Comments**

NA

**Does the agency provide the committee with feedback regarding actions taken to implement recommendations or advice offered?**

Yes  No  Not Applicable

**Agency Feedback Comments**

Most feedback is rendered orally during meetings; when written advice is sent to the Secretary of Commerce and USTR, or their designees, it is reviewed by Secretary's policy staff and tasked to appropriate ITA unit to prepare draft response. Commerce internal procedures require that all responses for Secretarial signature (and/or joint signature with USTR) go through a concurrence process which ensures that the appropriate level of Commerce officials are seeing the advice and have a chance for comment. All formal responses must be cleared by the Under Secretary of Commerce for International Trade prior to Secretary's signature, which ensures that ITAC advice is weighed and considered.

**What other actions has the agency taken as a result of the committee's advice or recommendation?**

Checked if Applies

- Reorganized Priorities
- Reallocated resources
- Issued new regulation
- Proposed legislation
- Approved grants or other payments
- Other

**Action Comments**

NA

**Is the Committee engaged in the review of applications for grants?**

No

**Grant Review Comments**

NA

**How is access provided to the information for the Committee's documentation?**

Checked if Applies

- Contact DFO
- Online Agency Web Site
- Online Committee Web Site
- Online GSA FACA Web Site
- Publications
- Other

**Access Comments**

N/A