



OKLAHOMA TAX COMMISSION

STATE OF OKLAHOMA

STEVE BURRAGE, Chairman

DAWN CASH, Vice Chairman

THOMAS E. KEMP, JR., Secretary-Member

2501 NORTH LINCOLN BLVD.

OKLAHOMA CITY, OK 73194-0001

AGENDA

OKLAHOMA TAX COMMISSION REGULAR MEETING

January 5, 2017

1:30 P.M.

1. Convene—Notice of Meeting Posted 1:30 P.M., January 4, 2017.
2. Approval of minutes of the commission meeting dated December 22, 2016.
3. Executive Directors Report.
 - Personnel Appointments
 - a. Authorization for the following vacancies:
 - 2561 Auditor, Level I/II – Account Maintenance Division
 - 2574 Administrative Assistant, Level I – Central Processing Division
 - 2575 Taxpayer Services Representative, Level I/II – Motor Vehicle Division
 - 2576 Motor Vehicle Research Specialist, Level I/II – Motor Vehicle Division
 - b. Authorization for the following market based adjustments:
 - 2565 A&E Analyst, Level I – Ad Valorem Division
 - 2566 A&E Analyst, Level II – Ad Valorem Division
 - 2567 A&E Analyst, Level II – Ad Valorem Division
 - 2568 A&E Analyst, Level II – Ad Valorem Division
 - 2573 A&E Analyst, Level II – Ad Valorem Division
 - c. Authorization for the following career progressions/market based adjustments:
 - 2562 A&E Analyst, Level II – Ad Valorem Division
 - 2563 A&E Analyst, Level II – Ad Valorem Division
 - 2564 A&E Analyst, Level II – Ad Valorem Division
 - 2570 A&E Analyst, Level II – Ad Valorem Division
 - 2571 A&E Analyst, Level II – Ad Valorem Division
 - 2572 A&E Analyst, Level II – Ad Valorem Division
 - d. Authorization for the following career progression:
 - 2577 Taxpayer Services Representative, Level III – Taxpayer Assistance Division
 - e. Authorization for the following equity based adjustment:
 - 2569 A&E Analyst, Level III – Ad Valorem Division
 - f. Authorization for the following salary adjustment:
 - 2578 Administrator, OTC – Administration Division
4. Proposed Executive Session to consider confidential taxpayer matters and proceedings. Executive Session authorized by 25 O.S. § 307 (B)(7).

a. **Waiver of Penalty and Interest; Abatement Requests; Requests for Spousal Relief; Other**

Taxpayer and Division Request:

S-16-022	809364	704773	748663
S-16-069	269899	705609	756353
S-16-071	632726	706774	767422
X-10-164	684928	720736	794021
730950	684929	743257	819337

b. **Partial Releases:**

PR-16-050 PR-16-103

5. Reconvene in Open Session – Recommendations and votes on matters considered in Executive Session
6. Discussion and possible approval of notification to Secretary Preston Doerflinger of proposed agency expenses.
7. Discussion and possible action on request for waiver of assessed penalty againsts MLA Andrea Cole for filing late semi-monthly report.
8. Discussion and possible action on request for waiver of assessed penalty againsts MLA Karin Montes for filing late semi-monthly report.
9. Discussion and possible action on request for waiver of assessed penalty againsts MLA Jay Mize for filing late semi-monthly report.
10. Discussion and possible action on request for waiver of assessed penalty againsts MLA Gissella Lusk for filing late semi-monthly report.
11. Report from Tax Policy and Research Division.
12. Other division reports.
13. New business.
14. Adjournment.