



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

Tulsa Office

March 30, 2017

1:30 P.M.

1. Convene—Notice of Meeting Posted 1:30 P.M., March 29, 2017.
2. Approval of minutes of the commission meeting dated March 28, 2017.
3. Executive Directors Report:
Personnel Appointments
 - a. Authorization for the following vacancies:
 - 2662 Revenue Unit Manager I – Ad Valorem Division
 - 2663 Tax Document Examiner, Level II – Central Processing Division
 - 2664 Tax Document Examiner, Level II – Central Processing Division
 - 2665 Tax Document Examiner, Level III – Central Processing Division
 - 2666 Administrative Technician, Level II – Central Processing Division
 - 2667 Tax Attorney I – Legal Division
 - b. Authorization for the following salary adjustments:
 - 2668 Certified Public Accountant – Compliance Division
 - 2674 Revenue Unit Manager III – Management Services Division
 - 2675 Revenue Unit Manager I – Management Services Division
 - 2676 Revenue Unit Manager III – Management Service Division
 - c. Authorization for the following market based adjustment:
 - 2669 Accountant, Level III – Management Services Division
 - d. Authorization for the following career progressions:
 - 2670 Taxpayer Services Representative, Level II – Taxpayer Assistance Division
 - 2671 Taxpayer Services Representative, Level II – Taxpayer Assistance Division
 - 2672 Taxpayer Services Representative, Level II – Taxpayer Assistance Division
 - 2673 Taxpayer Services Representative, Level II – Taxpayer Assistance 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:**

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 - b. **Partial Releases:**
PR-17-020

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 approval of tag agent appointment for Ms. Leslie Battles, replacing Ms. Virginia Townsend, Coalgate, Oklahoma.
8. Discussion and possible approval of tag agent appointment for Ms. Ronda Greenwood, replacing Ms. Susan Bussey, McCord, Oklahoma.
9. Report from Tax Policy and Research Division.
10. Other division reports.
11. New business.
12. Adjournment.