



OKLAHOMA TAX COMMISSION

STATE OF OKLAHOMA

STEVE BURRAGE, Chairman

CLARK JOLLEY, Vice Chairman

THOMAS E. KEMP, JR., Secretary-Member

2501 NORTH LINCOLN BLVD.

OKLAHOMA CITY, OK 73194-0001

AGENDA

OKLAHOMA TAX COMMISSION REGULAR MEETING

June 6, 2017

1:30 P.M.

1. Convene—Notice of Meeting Posted 1:30 P.M., June 5, 2017.
2. Approval of minutes of the commission meeting dated May 30, 2017.
3. Executive Directors Report.
 - a. Update of Agency Issues
 - b. Authorization for the following vacancies:
 - 2691 Revenue Compliance Examiner, Level II – Account Maintenance Division
 - 2692 Tax Document Examiner, Level III – Central Processing Division
 - 2693 Tax Document Examiner, Level II – Central Processing Division
 - 2694 Administrative Technician, Level III – Central Processing Division
 - 2695 Revenue Compliance Officer, Level I – Compliance Division
 - 2696 Auditor, Level I – Compliance Division
 - 2697 Auditor, Level I – Compliance Division
 - 2698 CPA – Compliance Division
 - 2699 Revenue Compliance Officer, Level I – Compliance Division
 - 2700 Revenue Compliance Examiner, Level I – Compliance Division
 - 2701 Revenue Unit Manager II – Headquarters Division
 - 2702 Legal Secretary, Level IV – Legal Division
 - 2703 Tax Attorney I – Legal Division
 - 2704 Revenue Administrator II – Management Services Division
 - 2705 Auditor, Level II – Motor Vehicle Division
 - 2706 Auditor, Level II – Motor Vehicle Division
 - c. Authorization for the following market based adjustment:
 - 2707 Secretary, Level IV – Legal Division
 - 2708 Legal Secretary, Level I – Legal Division
 - 2709 Legal Secretary, Level III – Legal Division
 - 2710 Legal Secretary, Level I – Legal Division
 - 2711 Legal Secretary, Level III – Legal Division
 - 2712 Administrative Programs Officer, Level III – Legal Division
 - 2713 Legal Research Assistant, Level I – Legal Division
 - 2714 Legal Secretary, Level I – Legal Division
 - 2715 Legal Secretary, Level II – Legal Division
 - 2716 Legal Secretary, Level II – Legal Division
 - 2717 Legal Secretary, Level II – Legal Division
 - 2721 Offset Press Operator, Level II – Management Services Division
 - d. Authorization for the following salary adjustments:
 - 2718 Tax Attorney I – Legal Division
 - 2719 Tax Economist – Tax Policy Division
 - 2720 Tax Policy Analyst III – Tax Policy 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-16-008	734815	828932	863457	915083
S-17-010	762939	830679	864386	916085
S-17-039	804582	834785	864686	
734798	805673	840721	876255	
840495	805677	844459	876377	
854318	806804	852414	877298	
367105	808515	858858	879342	
623774	812630	859732	883297	
722942	817615	861742	884211	
726966	826726	863445	902191	

b. **Partial Release:**

PR-16-004 PR-17-035

- c. Internal Audit: Discussion of 2016 – MR - Gross Production, Claim, Refunds, and Penalties and Interest Final Report.

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 request for waiver of assessed penalty against MLA Janet Robinson for filing a late semi-monthly report.
8. Discussion and possible approval of appointment of Gearldine Farley as Assistant Secretary and Attestation Officer for the Motor Vehicle Division.
9. Discussion and possible approval of appointment of June Tran as Assistant Secretary and Attestation Officer for the Motor Vehicle Division.
10. Report from Tax Policy and Research Division.
11. Other division reports.
12. New business.
13. Adjournment.