



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

July 25, 2017

1:30 P.M.

1. Convene—Notice of Meeting Posted 1:30 P.M., July 24, 2017.
2. Approval of minutes of the commission meeting dated July 18, 2017.
3. Executive Directors Report.
 - a. Authorization for the following vacancies:
 - 2774 Secretary V – Compliance Division
 - 2775 Revenue Compliance Officer I – Compliance Division
 - 2776 Revenue Compliance Officer, Level I – Compliance Division
 - 2777 Auditor, Level III – Compliance Division
 - 2778 Tax Attorney I – Legal Division
 - 2779 Revenue Unit Manager II – Management Services Division
 - 2780 Auditor, Level I – Motor Vehicle Division
 - b. Authorization for the following career progressions:
 - 2781 Auditor, Level III – Motor Vehicle Division
 - 2782 Auditor, Level II – Account Maintenance Division
 - c. Authorization for the following salary adjustment:
 - 2783 Data Processing Programmer Analyst, Level VI – IT Division
4. Proposed Executive Session to consider confidential taxpayer matters and proceedings. Executive Session authorized by 25 O.S. § 307 (B)(7).
 - a. **Administrative Law Judges Recommendations:**
 - P-16-166-H
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. Lawanda Kirk, replacing Ms. Donna Moss, Cheyenne, Oklahoma.

8. Discussion and possible action on proposed changes to Ad Valorem Division Form 926 (County Assessor Notice of Increase in Valuation of Real Property).
9. Discussion and possible approval of FY 18 Internal Audit Plan.
10. Discussion and possible approval of Internal Audit Charter.
11. Report from Tax Policy and Research Division.
12. Other division reports.
13. New business.
14. Adjournment.