



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

September 12, 2017

1:30 P.M.

1. Convene—Notice of Meeting Posted 1:30 P.M., September 11, 2017.
2. Approval of minutes of the commission meeting dated September 7, 2017.
3. Executive Directors Report: Personnel Appointments
 - a. Authorization for the following vacancies:
 - 2801 Certified Public Accountant – Compliance Division
 - 2802 Revenue Compliance Officer, Level I – Compliance Division
 - 2803 Auditor, Level III – Compliance Division
 - 2804 Auditor, Level I – Compliance Division
 - 2805 Auditor, Level I – Compliance Division
 - 2806 Certified Public Accountant – Compliance Division
 - 2807 Administrative Technician, Level I – Management Services Division
 - 2808 Auditor, Level I – Motor Vehicle Division
 - 2809 Motor Vehicle Research Specialist, Level II – Motor Vehicle Division
 - 2810 Revenue Administrator I – Motor Vehicle Division
 - b. Authorization for the following reallocation/salary adjustment:
 - 2811 Legal Secretary, Level IV – Headquarters 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:**

P-13-018-K	428637	799438	868895	910156
P-15-188-K	735773	811308	870713	927032
E-14-004	773424	812427	881949	939174
P-16-024	788998	836461	884756	943274
915127	793810	862568	902242	
 - b. **Partial Releases:**
 - PR-17-071
5. Reconvene in Open Session – Recommendations and votes on matters considered in Executive Session.

6. Internal Audit:
 - a. Motor Vehicle Refunds Audit
 - b. Management Review – MSD Banking Operations
 - c. Internal Audit – MSD Surprise Cash Count
 - d. Internal Audit – MSD Office Supply Inventory
7. Discussion and review of agency Strategic Plan.
8. Report from Tax Policy and Research Division.
9. Other division reports.
10. New business.
11. Adjournment.