AGENDA
OKLAHOMA TAX COMMISSION REGULAR MEETING
March 1, 2018
1:30 P.M.


2. Approval of minutes of the commission meeting dated February 27, 2018.

3. Executive Directors Report: Personnel Appointments
   a. Authorization for the following salary adjustments:
      2889 Administrative Technician, Level II – Central Processing Division
      2890 Administrative Technician, Level II – Central Processing Division
      2891 Administrative Technician, Level II – Central Processing Division
      2892 Administrative Technician, Level II – Central Processing Division
      2893 Administrative Technician, Level II – Central Processing Division
      2894 Administrative Technician, Level II – Central Processing Division
      2895 Administrative Technician, Level IV – Central Processing Division
      2896 Optical Imaging Specialist, Level II – Central Processing Division
      2897 Optical Imaging Specialist, Level II – Central Processing Division
      2898 Optical Imaging Specialist, Level II – Central Processing Division
      2899 Optical Imaging Specialist, Level III – Central Processing Division
      2900 Optical Imaging Specialist, Level III – Central Processing Division
      2901 Optical Imaging Specialist, Level III – Central Processing Division
      2902 Material Management Specialist, Level II – Central Processing Division
      2903 Tax Document Examiner, Level II – Central Processing Division
      2904 Tax Document Examiner, Level II – Central Processing Division
      2905 Tax Document Examiner, Level II – Central Processing Division
      2906 Tax Document Examiner, Level II – Central Processing Division
      2907 Tax Document Examiner, Level II – Central Processing Division
      2908 Tax Document Examiner, Level III – Central Processing Division
      2909 Tax Document Examiner, Level III – Central Processing Division
      2910 Tax Document Examiner, Level III – Central Processing Division
      2911 Tax Document Examiner, Level III – Central Processing Division
      2912 Tax Document Examiner, Level III – Central Processing Division
      2913 Tax Document Examiner, Level III – Central Processing Division
      2914 Revenue Unit Manager I – Central Processing Division
      2915 Material Management Specialist, Level III – Central Processing 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-16-058-H 18-875956 17-956704
      - P-14-094-H 17-933831 17-956730
      - 731434 18-939569 987459
      - 17-855785 18-951722 17-1023048
   
   b. **Administrative Law Judges Recommendations:**
      
      - P-09-195-H SJ-17-017-J

5. Reconvene in Open Session – Recommendations and votes on matters considered in Executive Session.

6. Discussion and possible approval of notification to the Secretary of Finance, Administration and Information Technology of proposed agency expenses.

7. Internal Audit.
   a. Internal Audit-Motor Vehicle Division (Audit Services)
   b. Quarterly Follow-up of previous internal audits

8. Discussion and review of agency Strategic Plan.


10. Other division reports.
