



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

March 15, 2018

1:30 P.M.

1. Convene—Notice of Meeting Posted 1:30 P.M., March 14, 2018.
2. Approval of minutes of the commission meeting dated March 13, 2018.
3. Executive Directors Report.
Personnel Transactions:
 - a. Authorization for the following salary adjustment:
2916 Revenue Unit Manager II – Account Maintenance Division
 - b. Authorization for the following vacancies:
2917 Auditor, Level III – Account Maintenance Division
2918 Auditor, Level III – Account Maintenance Division
2919 Administrative Technician, Level II – Central Processing Division
2920 Optical Imaging Specialist, Level II – Central Processing Division
2921 Tax Document Examiner, Level II – Central Processing Division
2922 Tax Document Examiner, Level II – Central Processing Division
2923 Tax Document Examiner, Level II – Central Processing Division
2924 Tax Document Examiner, Level II – Central Processing Division
2925 Tax Document Examiner, Level II – Central Processing Division
2926 Administrative Technician, Level III – Central Processing Division
2927 Auditor, Level I – Compliance Division
2928 Auditor, Level III – Compliance Division
2929 Revenue Unit Manager I – Headquarters Division
2930 Tax Attorney I – Legal Division
2931 Revenue Unit Manager I – Management Services Division
2932 Auditor, Level III – Motor Vehicle Division
2933 Taxpayer Services Representative, Level III – Taxpayer Assistance Division
2934 Taxpayer Services Representative, Level I – 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:**

P-17-182-K	646204	18-921901	18-989441
590574	844382	18-979296	18-991777

b. **Administrative Law Judges Recommendations:**

P-09-195-H

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. Discussion and possible approval of tag agent appointment for Ms. Michele Ervin, replacing Ms. Tannah Abernathy, Snyder, Oklahoma.
8. Discussion and possible approval of tag agent appointment for Ms. Angela Marlow, replacing Mr. James Bookout, Drumright, Oklahoma.
9. Discussion and possible approval of tag agent appointment for Ms. Sherry Kozak, replacing Ms. Yvonnia LaNoy, Norman, Oklahoma.
10. Consideration of amendments to existing agency rules to conform them to legislative changes made by the First Regular Session of the 56th Legislature (2017), to reflect recent policy recommendations, update rule references, improve readability and delete obsolete language for the following chapters:
 - Chapter 15 Aircraft
 - Chapter 25 Coin Operated Vending Machines
 - Chapter 40 Franchise Tax
 - Chapter 45 Gross Production
 - Chapter 50 Income
 - Chapter 90 Withholding
11. Discussion and review of agency Strategic Plan.
12. Report from Tax Policy and Research Division.
13. Other division reports.
14. New business.
15. Adjournment.