AGENDA
OKLAHOMA TAX COMMISSION REGULAR MEETING
April 3, 2018
1:30 P.M.


2. Approval of minutes of the commission meeting dated March 29, 2018.

3. Executive Directors Report; Personnel Transactions:
   a. Authorization for the following salary adjustments:
      2937  Administrative Technician, Level III – Account Maintenance Division
      2938d Administrative Technician, Level III – Account Maintenance Division
      2941  Administrative Technician, Level II – Central Processing Division
      2942  Administrative Technician, Level II – Central Processing Division
      2943  Administrative Technician, Level II – Central Processing Division
      2944  Administrative Technician, Level II – Central Processing Division
      2945  Administrative Technician, Level III – Central Processing Division
      2946  Administrative Technician, Level IV – Central Processing Division
      2947  Material Management Specialist, Level II – Central Processing Division
      2948  Optical Imaging Specialist, Level II – Central Processing Division
      2949  Optical Imaging Specialist, Level II – Central Processing Division
      2950  Optical Imaging Specialist, Level III – Central Processing Division
      2951  Tax Document Examiner, Level II – Central Processing Division
      2952  Administrative Technician, Level III – Compliance Division
      2953  Administrative Technician, Level IV – Compliance Division
      2955  Material Management Specialist, Level IV – Management Services Division
      2956  Administrative Technician, Level I – Management Services Division
      2959  Material Management Specialist, Level III – Motor Vehicle Division
      2960  Administrative Technician, Level II – Motor Vehicle Division
   b. Authorization for the following vacancies:
      2935  Auditor, Level I – Account Maintenance Division
      2936  Auditor, Level I – Account Maintenance Division
      2940  Administrative Technician, Level I – Administration Division
      2954  Accountant, Level II – Management Services Division
      2957  Auditor, Level I- Motor Vehicle Division
      2958  Auditor, Level I – Motor Vehicle Division
   c. Authorization for the following career progression:
      2939  Secretary, Level IV – Administration 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:**
      
      | Taxpayer       | Division       | Taxpayer       | Division       | Taxpayer       | Division       |
      |----------------|----------------|----------------|----------------|----------------|----------------|
      | 18-905971      | 18-908608      | 17-983695      | 18-1015175     | 18-1022043     |
      | 18-906977      | 18-924599      | 17-1001193     | 18-1016306     | 18-1027183     |
      | 18-945721      | 17-955438      | 18-1004372     | 17-1019111     | 18-1052073     |
      | 722791         | 18-981482      | 17-1006204     | 17-1020141     | 18-1066013     |
   
   b. **Partial Releases:**
      PR-18-031
   
   c. **Administrative Law Judges Recommendations:**
      P-09-195-H: Suggested response to the email correspondence, dated March 27, 2018 from Protestant’s Counsel, E. Kendrick Smith.

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 review of agency Strategic Plan.


9. Other division reports.


11. Adjournment.