



OKLAHOMA TAX COMMISSION

STATE OF OKLAHOMA

CHARLES T. PRATER, Chairman
CLARK JOLLEY, Vice Chairman
STEVE BURRAGE, Secretary-Member

2501 NORTH LINCOLN BLVD.
OKLAHOMA CITY, OK 73194-0001

NOTICE OF SPECIAL MEETING & AGENDA THURSDAY, AUGUST 1, 2019

1:30 P.M.

*2501 N. LINCOLN BLVD., SUITE 500
OKLAHOMA CITY, OK*

1. Convene—Notice of Meeting Posted 1:30 P.M., July 31, 2019.
2. Approval of minutes of the commission meeting dated July 23, 2019.
3. Executive Director's Report; Personnel Transactions:
 - a. Authorization for the following vacancies:
 - 3447 Revenue Compliance Officer, LVL III-Compliance Division
 - 3448 Revenue Compliance Officer, LVL III-Compliance Division
 - 3449 Legal Secretary, LVL II-Legal Division
 - 3450 Taxpayer Services Representative, LVL I-Taxpayer Assistance Division
 - 3451 Taxpayer Services Representative, LVL I-Taxpayer Assistance Division
 - 3452 Administrative Technician, LVL III, Compliance Division
 - b. Authorization for the following salary adjustment:
 - 3453 Revenue Administrator II, Management Services Division
 - 3454 Revenue Unit Manager II, Management Services Division
 - 3455 Revenue Unit Manager I, Management Services Division
 - 3456 DP Programmer Analyst VI, Information Technology Division
4. Proposed Executive Session to consider confidential taxpayer matters and proceedings and the employment, hiring, appointment, promotion, demotion, disciplining or resignation of individual employees. Executive Session authorized by 25 O.S. § 307 (B)(1)(4)(7) and (11)(e)(6).
 - a. **Waiver of Penalty and Interest; Abatement Requests; Requests for Spousal Relief; Other Taxpayer and Division Request:**

P-17-103-H	19-1224312	19-1160247	19-1246475	19-1242127
P-19-070-H	19-994935	19-1163365	19-1267046	19-1286377
19-1079943	19-1120585	19-1174422	19-1281114	
19-1122752	19-1149540	19-1206724	19-1301239	
19-1178666	19-1153278	19-1235960	19-1204942	
 - b. **Administrative Law Judges' Recommendations:**
 - SJ-19-004-H

- c. Discussion and possible action regarding Commission organization, personnel, data processing enhancements and special projects for agency operations.

Personnel:

- Update regarding recruitment of new agency director.
- Discussion of deputy agency director.
- Social Media Access
- Internal Security

5. Reconvene in Open Session – Recommendations and votes on matters considered in Executive Session.
6. Discussion and possible approval of notification to Cabinet Secretary of proposed agency expenses dated July 30, 2019.
7. Discussion and possible action regarding the appointment of Teresa O’Donnell to replace Georgia McAfee as motor license agent in Catoosa.
8. Discussion and possible action regarding request from John Walker, Rush Springs MLA for deviation in work hours.
9. Report from Tax Policy and Research Division.
10. Other division reports.
11. Discussion and possible action concerning agency priorities.
12. New business.
13. Adjournment.