NOTICE OF SPECIAL MEETING & AGENDA
THURSDAY, AUGUST 1, 2019
1:30 P.M.
2501 N. LINCOLN BLVD., SUITE 500
OKLAHOMA CITY, OK


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. Re-convene 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.


10. Other division reports.

11. Discussion and possible action concerning agency priorities.
