



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

AGENDA *OKLAHOMA TAX COMMISSION REGULAR MEETING* *August 13, 2019* *1:30 P.M.*

1. Convene—Notice of Meeting Posted 1:30 P.M., August 12, 2019.
2. Approval of minutes of the commission meeting dated August 6, 2019.
3. Executive Director's Scorecard Report; Personnel Transactions:
 - a. Authorization for the following vacancies:
 - 3457 A & E Analyst I, Ad Valorem Division
 - 3458 A & E Analyst I, Ad Valorem Division
 - 3459 Motor Vehicle Research Specialist, LVL I, Motor Vehicle Division
 - 3460 Motor Vehicle Research Specialist, LVL I, Motor Vehicle Division
 - 3461 Motor Vehicle Research Specialist, LVL I, Motor Vehicle Division
 - 3462 Motor Vehicle Research Specialist, LVL I, Motor Vehicle Division
 - 3463 Motor Vehicle Research Specialist, LVL I, Motor Vehicle Division
 - 3464 Auditor, LVL I, Motor Vehicle Division
 - 3465 Taxpayer Service Representative, LVL I, Taxpayer Assistance Division
 - 3466 Auditor, LVL I, Compliance Division
 - 3467 Auditor, LVL I, Compliance Division
 - 3468 Revenue Unit Manager I, Motor Vehicle Division
 - 3469 Tax Policy Analyst III, Tax Policy 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; Settlement Requests; Abatement Requests; Requests for Spousal Relief; Other Taxpayer and Division Request:**

P-18-011-K	19-1151333	19-1099706	19-1179360	19-1242055
19-1079943	19-1049958	19-1106909	19-1194770	19-1243062
19-1301347	19-1096863	19-1164218	19-1242048	
 - b. **Partial Releases and Subordination Requests:**
 - PR-19-048

c. **Internal Audit:**

Update and discussion of IT Infrastructure Audit and Vulnerability Assessment-2018

d. 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.

5. Reconvene in Open Session – Recommendations and votes on matters considered in Executive Session.
6. Discussion and possible approval of notification(s) to Cabinet Secretary of proposed agency expenses dated August 13, 2019.
7. Discussion and possible action on request for waiver of late report penalties from John Littlefield (Salina MLA).
8. Discussion and possible action on Veterans Sales Tax Exemption.
9. Report from Tax Policy and Research Division.
10. Other division report.
11. Discussion and possible action concerning agency priorities.
12. New business.
13. Adjournment.