



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

November 12, 2019

1:30 P.M.

1. Convene—Notice of Meeting Posted 1:30 P.M., November 8, 2019.
2. Approval of minutes of the commission meeting dated November 5, 2019.
3. Executive Director's Report; Personnel Transactions:
 - a. Authorization for the following vacancies:
 - 3500 Auditor I-Account Maintenance Division
 - 3501 Revenue Unit Manager II-Management Services Division
 - 3502 Administrative Technician II-Central Processing Division
 - 3503 Administrative Technician II-Central Processing Division
 - 3504 Administrative Technician II-Central Processing Division
 - 3505 Administrative Technician II-Central Processing Division
 - 3506 Tax Document Examiner II-Central Processing Division
 - 3507 Tax Document Examiner II-Central Processing Division
 - 3508 Tax Document Examiner II-Central Processing Division
 - 3509 CPA-Compliance Division
 - 3510 CPA-Compliance Division
 - 3511 CPA-Compliance Division
 - 3512 CPA-Compliance Division
 - 3513 Revenue Compliance Officer II-Compliance Division
 - 3514 Revenue Compliance Officer I-Compliance Division
 - 3515 Revenue Compliance Officer I-Compliance Division
 - 3516 Revenue Compliance Officer I-Compliance Division
 - 3517 Revenue Compliance Officer I-Compliance Division
 - 3518 Revenue Compliance Officer I-Compliance Division
 - 3533 Revenue Administrator V – Administration Division
 - 3534 Revenue Administrator V – Administration Division
 - b. Authorization for the following salary adjustments/reallocations:
 - 3519 Revenue Unit Manager II-Compliance Division
 - 3520 Revenue Administrator III- Compliance Division
 - 3521 Revenue Unit Manager II- Compliance Division
 - 3522 Revenue Administrator II- Compliance Division
 - 3523 Revenue Unit Manager I- Compliance Division
 - 3524 Revenue Administrator II- Compliance Division
 - 3525 CPA-Compliance Division

- 3526 Revenue Compliance Officer II-Compliance Division
- 3527 Auditor III-Compliance Division
- 3528 Auditor III-Compliance Division
- 3529 Auditor II-Compliance Division
- 3530 Auditor III-Compliance Division
- 3531 Auditor II-Compliance Division
- 3532 Auditor II-Compliance 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-18-207-H P-18-222-K
 - b. Discussion and possible action regarding Commission organization, personnel, data processing enhancements and special projects for agency operations (tax gap).
 - c. Discussion and possible action regarding Way2Go Card Opinion.
5. Reconvene in Open Session – Recommendations and votes on matters considered in Executive Session.
6. Request to submit the 2019 Equalization Report and findings to the State Board of Equalization (per 68 O.S. 2011, Section 2864).
7. Discussion and possible approval of tag agent appointment of Stephanie Novotny as Motor License Agent in Anadarko, Oklahoma.
8. Discussion and possible action regarding whether to keep open tag office in Yukon, Oklahoma upon resignation of current agent Kaye Blevins.
9. Discussion and possible approval of Equalization/Excise Board appointment of Mary Lowery, Marshall County.
10. Discussion and possible approval of Equalization/Excise Board appointment of Victor Sterling Bullard, Latimer County.
11. Report from Tax Policy and Research Division.
12. Other division reports
13. Discussion and possible action concerning agency priorities.
14. New business.
15. Adjournment.