



# 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 21, 2019**  
**Tulsa Office**  
**10:00 A.M.**

1. Convene—Notice of Meeting Posted 10:00 A.M., November 20, 2019.
2. Approval of minutes of the commission meeting dated November 19, 2019.
3. Executive Director's Report; Personnel Transactions:
  - a. Authorization for the following vacancies:
    - 3536 Taxpayer Service Representative, LVL I-Taxpayer Assistance Division
    - 3537 Administrative Technician, LVL II-Central Processing Division
    - 3538 Administrative Technician, LVL III-Central Processing Division
    - 3539 Revenue Unit Manager I- Central Processing Division
    - 3540 Motor Vehicle Research Specialist , LVL I-Motor Vehicle Division
    - 3541 Motor Vehicle Research Specialist , LVL I-Motor Vehicle Division
    - 3542 Motor Vehicle Research Specialist , LVL I-Motor Vehicle Division
    - 3543 Taxpayer Service Representative, LVL I- Motor Vehicle 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:**
    - X-19-205      X-19-206      X-19-211      19-1242359      19-1239239
  - b. Discussion and possible action regarding Commission organization, personnel, data processing enhancements and special projects for agency operations.
5. Reconvene in Open Session – Recommendations and votes on matters considered in Executive Session.

6. Report from Tax Policy and Research Division.
7. Other division reports
8. Discussion and possible action concerning agency priorities.
9. New business.
10. Adjournment.