AGENDA
OKLAHOMA TAX COMMISSION REGULAR MEETING
February 27, 2018
1:30 P.M.


2. Approval of minutes of the commission meeting dated February 15, 2018.

3. Executive Directors Report: Personnel Appointments
   a. Authorization for the following vacancies:
      2877 Auditor, Level I – Compliance Division
      2878 Tax Attorney II – Legal Division
      2879 Tax Attorney I – Legal Division
      2880 Legal Intern – Legal Division
      2881 Contracting & Acquisitions Agent, Level III – Management Services Division
      2882 Motor Vehicle Research Specialist, Level I – Motor Vehicle Division
      2883 Motor Vehicle Research Specialist, Level I – Motor Vehicle Division
      2884 Analyst – Tax Policy Division
      2885 Taxpayer Services Representative, Level I – Taxpayer Assistance Division
      2886 Taxpayer Services Representative, Level I – Taxpayer Assistance Division
      2887 Taxpayer Services Representative, Level I – Taxpayer Assistance Division
      2888 Taxpayer Services Representative, Level II – Taxpayer Assistance Division

4. Proposed Executive Session to consider confidential taxpayer matters and proceedings.
   Executive Session authorized by 25 O.S. § 307 (B)(7).
   a. Waiver of Penalty and Interest; Abatement Requests; Requests for Spousal Relief:
      Other Taxpayer and Division Request:
      P-14-104-H P-17-158-K 17-888937 18-964592
      P-16-082-H X-17-434 17-905442 18-969519
      P-16-180 17-904952 17-937918 17-1001233
      P-17-107-H 17-1004250 18-954772 18-1007287
   b. Partial Releases:
      PR-18-018
   c. Administrative Law Judges Recommendations:
      P-09-195-H
5. Reconvene in Open Session – Recommendations and votes on matters considered in Executive Session.

6. Discussion and possible approval of notification to the Secretary of Finance, Administration and Information Technology of proposed agency expenses.

7. Discussion and possible approval of tag agent appointment for Ms. Kelly Ellis, replacing Ms. Patti Harper, Comanche, Oklahoma.

8. Discussion and possible approval of tag agent appointment for Mr. Larry Swager, replacing Mr. Lee Fowler, Guymon, Oklahoma.

9. Discussion and possible approval of tag agent appointment for Ms. Neva Smith, replacing Ms. Debra Tignor, Sayre, Oklahoma.

10. Discussion and review of agency Strategic Plan.


12. Other division reports.


Oklahoma Tax Commission Regular Meeting
Minutes
February 27, 2018

1. The regularly scheduled meeting of the Oklahoma Tax Commission convened at 1:30 p.m., on the above date, in the Oklahoma City office. Notice of said meeting and the agenda therefor were posted in prominent public view at the Commission’s principal office in Oklahoma City from and after 1:30 p.m., on February 26, 2018.

Chairman Burrage called the meeting to order. Other members present were Vice-Chairman Jolley and Secretary-Member Kemp. Also present were Lee Pugh, General Counsel and Ernest Short, Counsel to the Commissioners.

2. Chairman Burrage moved to approve the minutes of the regular commission meeting of February 15, 2018. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

3. Executive Directors Report; Personnel Appointments:

Secretary-Member Kemp moved that the Commission approve personnel appointments 2877 through 2888. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

4. Chairman Burrage moved that the Commission resolve into Executive Session for the purpose of discussing confidential taxpayer matters and proceedings. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

An executive session was held, after which the Commission returned to open meeting.

5. Recommendations from Executive Session:

1) Vice-Chairman Jolley moved that the Commission grant a waiver of one-fourth interest, upon payment of remaining interest, penalty, warrant penalty, warrant fees and applicable collection fees, in Case No. 17-904952. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

2) Chairman Burrage moved that the Commission grant a waiver of remaining interest in the amount of $3336.77, upon payment of one-half interest, delinquent penalty, warrant penalty, filing fees, and applicable collection fees, as recommended by the Division, in Case No. 17-1004250. Secretary-Member
Kemp seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

3) Secretary-Member Kemp moved that the Commission grant a waiver of remaining penalty and interest, upon payment of tax, in Case No. P-17-158-K. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

4) Vice-Chairman Jolley moved that the Commission grant a waiver of interest and penalty, as recommended by the Division, in Case No. P-17-107-H. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

5) Vice-Chairman Jolley moved that the Commission grant a waiver of interest and penalty, as recommended by the Division, in Case No. P-16-082-H. Secretary-Member Kemp seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

6) Vice-Chairman Jolley moved that the Commission grant a waiver of all interest, as recommended by the Division, in Case No. P-14-104-H. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

7) Secretary-Member Kemp moved that the Commission deny a reconsideration waiver, as recommended by the Division, in Case No. P-16-180. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

8) Vice-Chairman Jolley moved that the Commission grant a waiver of remaining interest and penalty in the amount of $5811.12, as recommended by the Division, in Case No. X-17-434. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

9) Vice-Chairman Jolley moved that the Commission deny a partial release, as recommended by the Division, in Case No. PR-18-018. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

10) Vice-Chairman Jolley moved that the Commission grant a waiver of remaining delinquent interest in the amount of $1090.81, upon payment of three-fourths delinquent interest, under estimation interest, delinquent penalty, tax warrant penalty, filing fees and applicable collection fees, as recommended by the Division, in Case No. 17-888937. Chairman Burrage seconded the motion.
Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

11) Secretary-Member Kemp moved that the Commission grant a waiver of one-half delinquent interest in the amount of $947.35, as recommended by the Division, in Case No. 17-905442. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

12) Vice-Chairman Jolley moved that the Commission grant a waiver of remaining delinquent interest in the amount of $654.35, upon payment of three-fourths delinquent interest, under estimation interest, delinquent penalty, tax warrant penalty, filing fees and applicable collection fees, as recommended by the Division, in Case No. 17-937918. Secretary-Member Kemp seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

13) Vice-Chairman Jolley moved that the Commission grant a waiver of delinquent penalty and remaining interest in the amount of $3098.69, upon payment of one-half interest, as recommended by the Division, in Case No. 18-954772. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

14) Vice-Chairman Jolley moved that the Commission grant a waiver of remaining interest and delinquent penalty in the amount of $1156.91, upon payment of tax warrant penalty and filing fees, as recommended by the Division, in Case No. 18-964592. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

15) Vice-Chairman Jolley moved that the Commission grant a waiver of remaining interest in the amount of $2248.55, upon payment of one-half interest, under estimation interest, delinquent penalty, tax warrant penalty, filing fees and applicable collection fees, as recommended by the Division, in Case No. 18-969519. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

16) Vice-Chairman Jolley moved that the Commission grant a waiver of remaining delinquent interest in the amount of $1102.55, upon payment of one-half delinquent interest, under estimation interest, delinquent penalty, tax warrant penalty and applicable collection fees, as recommended by the Division, in Case No. 17-1001233. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
17) Vice-Chairman Jolley moved that the Commission grant a waiver of delinquent penalty and remaining interest in the amount of $4752.72, upon payment of one-half interest, tax warrant penalty, filing fees and applicable collection fees, as recommended by the Division, in Case No. 18-1007287. Secretary-Member Kemp seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

18) Case No. P-09-195-H was continued at the request of the Commission.

6. Chairman Burrage moved that the Commission approve the notification to Secretary of Finance, Administration and Technology of proposed agency expenses. Secretary-Member Kemp seconded the motion. Chairman, aye; Vice-Chairman, abstain; Secretary-Member, aye. The motion was declared adopted.

7. Secretary-Member Kemp moved that the Commission approve the tag agent appointment for Ms. Kelly Ellis, to replace Ms. Patti Harper, Comanche, Oklahoma, subject to qualifying under the law. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

8. Secretary-Member Kemp moved that the Commission approve the tag agent appointment for Mr. Larry Swager, to replace Mr. Lee Fowler, Guymon, Oklahoma, subject to qualifying under the law. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

9. Secretary-Member Kemp moved that the Commission approve the tag agent appointment for Ms. Neva Smith, to replace Ms. Debra Tignor, Sayre, Oklahoma, subject to qualifying under the law. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

10. The discussion and review of agency Strategic Plan was continued at the request of the Commission.

11. There was no report from the Tax Policy and Research Division.

12. There were no other division reports.

13. There was no new business.

14. The meeting was adjourned.
APPROVED:

Assistant Secretary

Steve Burrage, Chairman

Clark Jolley, Vice-Chairman

Thomas E. Kemp, Jr., Secretary-Member

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