

*Oklahoma Tax Commission Regular Meeting
Minutes
March 15, 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 March 14, 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. Vice-Chairman Jolley moved to approve the minutes of the regular commission meeting of March 13, 2018. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
3. Executive Directors Report; Personnel Transactions:
Chairman Burrage moved that the Commission approve personnel transactions 2916 through 2934. Vice-Chairman Jolley 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) Chairman Burrage moved that the Commission grant a waiver of penalty and one-half interest, upon payment of one-half interest, as recommended by the Division, in Case No. P-17-182-K. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
 - 2) Vice-Chairman Jolley moved that the Commission deny a settlement request, as recommended by the Division, in Case No. 590574. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.


- 3) Vice-Chairman Jolley moved that the Commission deny a settlement request, as recommended by the Division, in Case No. 646204. 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 deny a settlement request, as recommended by the Division, in Case No. 844382. Secretary-Member Kemp 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 delinquent penalty and one-half interest in the amount of \$1158.31, per Voluntary Disclosure as recommended by the Division, in Case No. 18-921901. Chairman Burrage 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 delinquent penalty and remaining interest in the amount of \$947.83, upon payment of one-half delinquent interest and under estimation interest, as recommended by the Division, in Case No. 18-979296. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
 - 7) Vice-Chairman Jolley moved that the Commission grant a waiver of remaining interest in the amount of \$2721.63, upon payment of one-half interest, delinquent penalty, tax warrant penalty, filing fees and applicable collection fees, as recommended by the Division, in Case No. 18-989441. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
 - 8) Chairman Burrage moved that the Commission grant a waiver of delinquent penalty and interest in the amount of \$2667.36, per Voluntary Disclosure, as recommended by the Division, in Case No. 18-991777. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
 - 9) 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 the Secretary of Finance, Administration and Information Technology of proposed agency expenses. Secretary-Member Kemp seconded the motion. Chairman, aye; Vice-Chairman, recuse; Secretary-Member, aye. The motion was declared adopted.

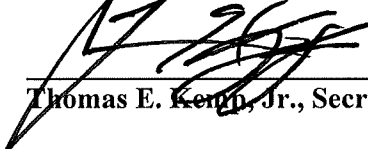
7. Chairman Burrage moved that the Commission approve the tag agent appointment of Ms. Michele Ervin, Snyder, Oklahoma, subject to qualifying under the law. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
8. Chairman Burrage moved that the Commission approve the tag agent appointment of Ms. Angela Marlow, Drumright, 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. Chairman Burrage moved that the Commission approve the tag agent appointment of Ms. Sherry Kozak, Norman, 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. Vice-Chairman Jolley moved that the Commission approve the amendments to existing agency rules to conform them to legislative changes made by the First Regular Session of the 56th Legislature (2017), to reflect recent policy recommendations, update rule references, improve readability and delete obsolete language for the following chapters: Chapter 15 Aircraft, Chapter 25 Coin Operated Vending Machines, Chapter 40 Franchise Tax, Chapter 45 Gross Production, Chapter 50 Income, Chapter 90 Withholding. Chairman Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
11. The discussion and review of agency Strategic Plan was continued at the request of the Commission.
12. There was no report from the Tax Policy and Research Division.
13. There were no other division reports.
14. There was no new business.
15. The meeting was adjourned.

APPROVED:


Assistant Secretary


Steve Burrage, Chairman


Clark Jelley, Vice-Chairman


Thomas E. Kemp, Jr., Secretary-Member

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