1. The regularly scheduled meeting of the Oklahoma Tax Commission convened at 12:30 p.m., on the above date. Notice of said meeting was posted on December 3, 2020 and the agenda therefor was posted online from and after 12:30 p.m. on September 27, 2021. Chairman Jolley declared the presence of a quorum.

Persons in attendance: Chairman Jolley, Vice-Chairman Paulk, Secretary-Member Prater and Elizabeth Field, General Counsel.

2. READING OF MINUTES – Vice-Chairman Paulk moved to approve the minutes of the regular commission meeting on September 21, 2021. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

3. Elizabeth Field presented the transition team report to the Commissioners. Elizabeth Field to send job description for Human Resources Director position to Commissioner Jolley; Commissioner Jolley met with possible candidate for Executive Director. No action was taken.

4. Vice-Chairman Paulk moved that the Commission approve the FY-2023 Budget Request with suggested changes. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

5. Chairman Jolley moved that the Commission approve Notification to Cabinet Secretary for the proposed agency expenses dated September 28, 2021. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.


7. The meeting was adjourned.

APPROVED:

Laura J. Moore
Assistant Secretary

Clark Jolley, Chairman

Shelly Paulk
Shelly Paulk, Vice-Chairman

Charles T. Prater
Charles T. Prater, Secretary-Member
OKLAHOMA TAX COMMISSION  
PROPOSED EXPENSE REQUEST

To: Secretary of Economic Administration

Pursuant to Executive Order 2019-13, the Oklahoma Tax Commission hereby provides written notification of proposed expenses in the attached document dated 09/28/2021 and requests approval of the same.

DATED this 09/28/2021

(SEAL)

ATTEST:

Laura J. Moore  
Assistant Secretary

CLARK JOLLEY, CHAIRMAN

APPROVED:

April Gonzalez  
Director of Digital Communications & Marketing

SHELLY PAULK, VICE CHAIRMAN

Charles T. Prater  
CHARLES T. PRATER, SECRETARY-MEMBER
<table>
<thead>
<tr>
<th>Purchase Requisition Number</th>
<th>Description of Proposed Expense</th>
<th>Cost</th>
<th>Necessity</th>
<th>Cost (if any) if request denied</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>6950011571</td>
<td>Cristo Rey Program</td>
<td>$28,350.00</td>
<td>This program is to provide additional support in the TRC (Phone Bank) that continues to experience high call and email/web notice volumes.</td>
<td>If denied, the OTC will continue to struggle to find employees/temps to fill the taxpayer resource center positions.</td>
<td>10/5/2021</td>
</tr>
</tbody>
</table>

CABINET SECRETARY APPROVAL: ____________________________

Date: ____________________________