

OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES
January 11, 2022

1. The regularly scheduled meeting of the Oklahoma Tax Commission convened at 1:30 p.m., on the above date. Notice of said meeting was posted on December 9, 2021; and the agenda therefor was posted online from and after 1:30 p.m. on January 10, 2022. Chairman Paulk declared the presence of a quorum.

Persons in attendance: Chairman Paulk, Vice-Chairman Wood, Secretary-Member Prater, Marie Schuble, Counsel to the Commissioners and Doug Linehan, Executive Director.

2. **READING OF MINUTES** – Vice-Chairman Wood moved that the Commission approve the minutes of the regular commission meeting on January 4, 2022. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
3. Doug Linehan gave an Executive Director Report regarding:
 - Employee town hall meetings scheduled for Oklahoma City and Tulsa.
 - Quarterly town hall meetings.
 - Talent management process.
 - Meeting with each of the Commission Divisions.
 - Speaking with Commissioners individually to discuss 2021 Employee Survey Results and leadership expectations.
4. Secretary-Member Prater moved that the Commission approve the notification to Cabinet Secretary for the proposed agency expenses dated January 11, 2022 specified below and attached in electronic folder to Minutes with executed Proposed Expense Request. Vice-Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
 - Purchase Requisition No. 6950011838, FY22 Renewal for Fairfax Software, IBML Hardware & Software; Agissar Omaton Letter Openers; ASER; Single Station Triple Cut Extractor Production Data Collection Option for Triple cuts, \$255,684.00.
5. Vice-Chairman Wood moved that the Commission approve the application submitted on behalf of the City of Oklahoma City for Quality Event status for the 2022 Cattlemen's Congress to be held from January 1, 2022 through January 16, 2022. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
6. Commissioners discussed and clarified that Commissioner Wood is appointed to the Incentive Evaluation Commission and Commissioner Prater will continue on the Incentive Approval Committee. Chairman Paulk moved to approve clarification of appointments. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
7. Secretary-Member Prater moved that the Commission resolve into Executive Session for the purpose of discussing confidential taxpayer matters and proceedings.

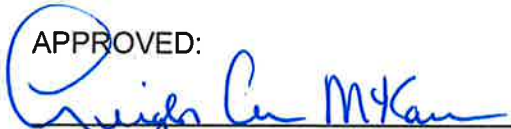
Vice-Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

An executive session was held, after which the Commission returned to open meeting. Executive session minutes were recorded, maintained separately and are confidential pursuant to 25 O.S. § 307(B)(7), (E)(3), and 51 O.S. § 24A.5(1)(b).

8. There was no new business.

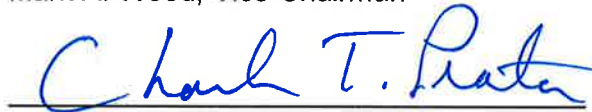
9. The meeting was adjourned.

APPROVED:


Assistant Secretary


Shelly Paulk, Chairman


Mark A. Wood, Vice-Chairman


Charles T. Prater, Secretary-Member