

OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES
February 1, 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 31, 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 Elizabeth Field, General Counsel.

2. READING OF MINUTES – Vice-Chairman Wood moved that the Commission approve the minutes of the regular commission meeting on January 25, 2022. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
3. Elizabeth Field presented the Executive Director's Report regarding the following:
 - First quarter town halls concluded;
 - Budget request submitted to House Appropriations;
 - OSCP Meeting;
 - Tax Policy Division preparing for Session.
4. Secretary-Member Prater moved that the Commission approve the notification to Cabinet Secretary for the proposed agency expenses dated February 1, 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. 6950011912, MOVEIT Project – Consulting Hours, \$37,519.24.
5. Secretary-Member Prater moved that the Commission approve the Equalization/Excise Board appointment of Seire Stewart, Rogers County. Vice-Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
6. Vice-Chairman Wood moved that the Commission grant authorization for the Executive Director to execute a Memorandum of Understanding with the Oklahoma Attorney General's Office to advise and represent the Oklahoma Tax Commission in current and anticipated litigation and subsequent appeals. 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