

OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES
April 26, 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 April 25, 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, Doug Linehan, Executive Director and Elizabeth Field, General Counsel.

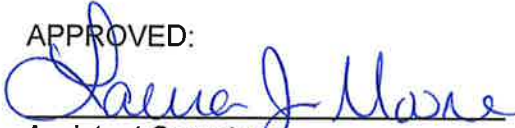
2. **READING OF MINUTES** – Secretary-Member Prater moved that the Commission approve the minutes of the regular commission meeting on April 19, 2022. Vice-Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
3. Doug Linehan, Executive Director, advised the Commissioners regarding:
 - Waiver request form modifications for ITA and Legal Divisions (OKC & Tulsa);
 - Optimizing performance management process;
 - Training at Taxpayer Resource Center;
 - Optimizing training agency wide (online, self-study, classroom and on-the-job).
4. Vice-Chairman Wood moved that the Commission approve the notification to Cabinet Secretary for the proposed agency expenses dated April 26, 2022 specified below and attached in electronic folder to Minutes with executed Proposed Expense Request. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
 - Purchase Requisition No. 6950012145, FY23 renewal to provide postage for the agency to mail reports, returns, etc. to taxpayers, \$4,250,530.00.
 - Purchase Requisition No. 6950012147, Renew FY23 armed security services; to be bid out to replace current contract expiring with Prosegur, \$429,500.00.
 - Purchase Requisition No. 6950012149, Renew FY23 PO boxes and caller service fees, \$25,000.00.
5. Secretary-Member Prater moved that the Commission resolve into Executive Session for the purpose of discussing confidential taxpayer matters and proceedings. Chairman Paulk 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).

6. There was no new business.


7. The meeting was adjourned.

APPROVED:


Assistant Secretary


Shelly Paulk, Chairman


Mark A. Wood, Vice-Chairman


Charles T. Prater, Secretary-Member