

**OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES**  
**July 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 July 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.

GUESTS: Nichole Gillett

2. READING OF MINUTES – Secretary-Member Prater moved that the Commission approve the minutes of the regular commission meeting on July 19, 2022. Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman, abstain; Secretary-Member, aye. The motion was declared adopted.
3. Doug Linehan, Executive Director, advised the Commissioners regarding:
  - Service Oklahoma transition update from Nichole Gillett
  - PMP training
  - WorkDay
  - Town Hall meetings
  - Deputy Executive Director search
  - Attending Education Conference for Assessing Officers
  - FY23 Budget approved.
  - New cash register system for TRC
4. Secretary-Member Prater moved that the Commission approve the notification to Cabinet Secretary for the proposed agency expenses dated July 26, 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. 6950012518, Renewal of OCI annual tag order for FY23, \$1,559,819.75.
  - Purchase Requisition No. 6950012509, FY23 renewal of FTA subscriptions for National Fuel Diversion Registry Program membership dues, \$21,659.00.
  - Purchase Requisition No. 6950012528, Renew Dell toner monitoring service for FY23, \$219,950.00.
5. Motor Vehicle Inventory Audit was presented by Nichole Gillett. No action was taken.
6. Vice-Chairman Wood moved that the Commission resolve into Executive Session for the purpose of discussing confidential taxpayer matters and proceedings. Secretary-Member Prater 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).

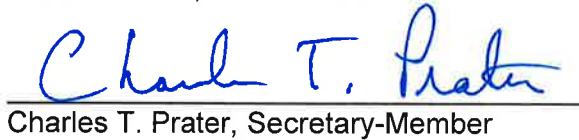
- 7. There was no new business.
- 8. The meeting was adjourned.

APPROVED:

  
Assistant Secretary

  
Shelly Paulk, Chairman

  
Mark A. Wood, Vice-Chairman

  
Charles T. Prater, Secretary-Member