

OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES
October 4, 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 October 3, 2022. Chairman Paulk declared the presence of a quorum.

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

Guests: Cody with LegisOK.

2. READING OF MINUTES - Secretary-Member Prater moved that the Commission approve the minutes of the regular commission meeting on September 27, 2022. Vice-Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
3. There was no report from the Executive Director.
4. 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).

5. Commissioners discussed interest and penalty waiver guidelines for aircraft excise tax. 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. Vice-Chairman Wood moved that the Commission extend an offer of employment to Sierra Pfeiffer for the position of Counsel to the Commissioners with a starting salary of \$110,000.00 annually (review of salary in 6 months). Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
8. Commissioners discussed the procedures to conduct PMP evaluations for the Executive Director, Counsel to the Commissioners, Internal Audit Director, Administrative Law Judges and the Executive Secretaries. No action was taken.

9. There was no new business.

10. The meeting was adjourned.

APPROVED:


Assistant Secretary


Shelly Paulk, Chairman


Mark A. Wood, Vice-Chairman


Charles T. Prater, Secretary-Member