

OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES
December 6, 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 from and after 1:30 p.m. on December 5, 2022. Chairman Paulk declared the presence of a quorum.

Persons in attendance: Chairman Paulk, Vice-Chairman Wood, Secretary-Member Prater, Sierra Pfeiffer, Counsel to the Commissioners, Doug Linehan, Executive Director and Elizabeth Field, General Counsel.

Guests: Joe Gappa, Rick Miller, Christy Caesar, Marie Schuble, Sylvia Lanfair, Ambrielle Anderson and Daron Southerland.

2. **READING OF MINUTES** – Vice-Chairman Wood moved that the Commission approve the minutes of the regular commission meeting on November 29, 2022. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
3. The Executive Director reported on:
 - Recruiting Efforts
 - Compensation Study
 - Employee Engagement Survey
 - Customer Centric Communications Project
 - Attending meetings around the State
 - Doughnuts with Directors
 - January Town Hall
4. Chairman Paulk moved that the Commission approve proceeding with the rulemaking requests for the upcoming 2023 rulemaking session submitted by various divisions. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
5. Secretary-Member Prater moved that the Commission approve the 2023 Schedule of Regular Meetings to be submitted to the Secretary of State. Vice-Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
6. Secretary-Member Prater moved that the Commission approve the notification to Cabinet Secretary for the proposed agency expenses dated December 6, 2022, subject to clarification of the details, specified below and attached in electronic folder to Minutes with executed Proposed Expense Request. Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
 - Purchase Requisition No. 6950012974, Renew 4th year contract for 2nd party collection, \$7,000,000.00.
 - Purchase Requisition No. 6950012939, Oklahoma Bar Dues for Legal, \$5,087.50.

- Purchase Requisition No. 6950013008, Renew 4th year option of Region Track Contract PO 6959009423 for economic and revenue forecasts, \$55,200.00.

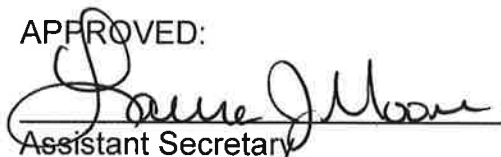
7. Vice-Chairman Wood moved that the Commission resolve into Executive Session for the purpose of discussing confidential taxpayer matters and proceedings. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

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).

8. There was no new business.

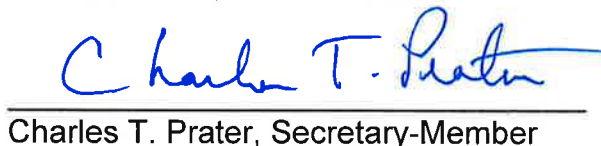
9. The meeting was adjourned.

APPROVED:


Assistant Secretary


Shelly Paulk, Chairman


Mark A. Wood, Vice-Chairman


Charles T. Prater, Secretary-Member