

**OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES**  
**January 17, 2023**

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 14, 2022; and the agenda therefor was posted from and after 1:30 p.m. on January 13, 2023. 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: Jessica Grogis.

2. **READING OF MINUTES** – Vice-Chairman Wood moved that the Commission approve the minutes of the regular commission meeting on January 10, 2023. 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:
  - Budget Performance
  - Road Show
  - Meeting with OSCP
  - FAST Collection Service
4. Commissioners discussed implementation of the OneLink Ad Valorem System. No action was taken.
5. Secretary-Member Prater moved that the Commission authorize the Executive Director to execute Memorandum of Understanding, Transcript Deliver System (TDS), between the Internal Revenue Service Wage & Investment (W&I), Submission Processing and Oklahoma Tax Commission. 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 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. Commissioners discussed, in Executive Session, mid-year PMPs and related individual self-evaluations for Commission direct reports (Executive Director, Administrative Law Judges, Counsel for the Commissioners, Executive Secretaries, and Internal Audit Director) and timing of process to finalize supervisory mid-year reviews for all Headquarters employees. Commissioners announced in Open Session that no action was taken.


8. Secretary-Member Prater moved that the Commission approve the Equalization/Excise Board reappointment of John Schumacher, Cimarron County. Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
9. Secretary-Member Prater moved that the Commission approve the Equalization/Excise Board reappointment of Charles Marts, Delaware County. Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
10. There was no new business.
11. The meeting was adjourned.

APPROVED:

  
Assistant Secretary

  
Shelly Paulk, Chairman

  
Mark A. Wood, Vice-Chairman

  
Charles T. Prater, Secretary-Member