

OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES
September 19, 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 September 18, 2023. Vice-Chairman Paulk declared the presence of a quorum.

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

Guests: McKenna Perrin, Governor's Office

2. **READING OF MINUTES** - Secretary-Member Prater moved that the Commission approve the minutes of the regular commission meeting on September 12, 2023. Vice-Chairman Paulk seconded the motion. Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

3. The Executive Director reported on:

- Recruiting for Deputy Executive Director and Controller Positions
- 2023 Year End PMPs
- Pay for Performance Bonus Program
- 2024 Goals
- Upward Feedback Process
- EY Account Reconciliation
- Parental Choice Tax Credit
- Agency Mandatory Training
- October Townhall

4. Secretary-Member Prater moved that the Commission approve the notification to Cabinet Secretary for the proposed agency expenses dated September 19, 2023. Vice-Chairman Paulk seconded the motion. Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

Doug Linehan and McKenna Perrin left the meeting.

5. Secretary-Member Prater moved that the Commission resolve into Executive Session for the purpose of discussing confidential taxpayer matters and proceedings. Vice-Chairman Paulk seconded the motion. 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, Vice-Chairman


Charles T. Prater, Secretary-Member