

Oklahoma Tax Commission Regular Meeting Minutes
November 26, 2019

1. The regularly scheduled meeting of the Oklahoma Tax Commission convened at 2:00 p.m., on the above date, in the Oklahoma City office. Notice of said meeting and the agenda therefor were posted in prominent public view at the Commission's principal office in Oklahoma City from and after 2:00 p.m., on November 25, 2019.

Chairman Prater called the meeting to order. Other members present were Vice-Chairman Jolley and Secretary-Member Burrage. Also present was Elizabeth Field, Legal Division.

2. Secretary-Member Burrage moved to approve the minutes of the regular commission meeting on November 19, 2019. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

Secretary-Member Burrage moved to approve the minutes of the regular commission meeting on November 21, 2019. Chairman Prater seconded the motion. Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

3. Executive Director's Report: Secretary-Member Burrage moved that the Commission reopen a tag office in Marlow, Oklahoma, upon resignation of current agent Cheri Miller and appoint Dana Underwood as new agent, subject to qualifying under the law. Chairman Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
4. Chairman Prater moved that the Commission resolve into Executive Session for the purpose of discussing confidential taxpayer matters and proceedings. Vice-Chairman Jolley 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.

5. Recommendations from Executive Session:

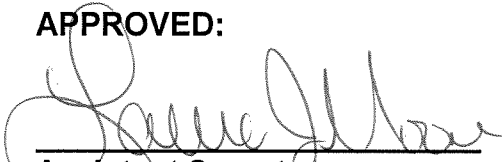
- 1) Secretary-Member Burrage moved that the Commission continue Case No. P-19-148-K, pending additional information from Taxpayer's Representative. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

- 2) Vice-Chairman Jolley moved that the Commission deny a waiver request; granting 12 month pay plan, in Case No. X-18-144. Secretary-Member Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
- 3) Secretary-Member Burrage moved that the Commission deny a waiver request; granting 24 month pay plan, in Case No. X-19-220. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
- 4) Secretary-Member Burrage moved that the Commission deny a waiver request; granting 24 month pay plan, in Case No. X-19-221. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
- 5) Secretary-Member Burrage moved that the Commission deny a partial release, as recommended by the Division, in Case No. PR-19-068. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
- 6) Vice-Chairman Jolley moved that the Commission deny a partial release, in Case No. PR-19-070. Secretary-Member Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
- 7) Commission organization, personnel, data processing enhancements and special projects for agency operations were not discussed.
6. Secretary-Member Burrage moved that the Commission approve Notification to the Cabinet Secretary of proposed agency expenses dated November 26, 2019. Vice-Chairman Jolley seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
7. Vice-Chairman Jolley moved that the Commission reopen a tag office in Fairview, Oklahoma, upon resignation of current agent Linda Fowble effective January 15, 2020. Chairman Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
8. Vice-Chairman Jolley moved that the Commission reopen a tag office in Vinita, Oklahoma, upon resignation of current agent resignation of current

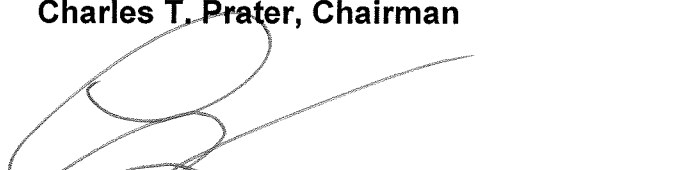
agent Karen Hayes effective December 31, 2019. Chairman Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.

9. Discussion and possible action regarding reopening tag agency in Gore, Oklahoma, upon MLA Peggy Jo Sheffield resignation effective December 31, 2019, was continued at the request of the Commission.
10. Vice-Chairman Jolley moved that the Commission approve the legislative suggestions submitted by the various Divisions. Secretary-Member Burrage seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
11. There were no other division reports.
12. There were no agency priorities discussed.
13. There was no new business.
14. The meeting was adjourned.

APPROVED:


Assistant Secretary


Charles T. Prater, Chairman


Clark Jolley, Vice-Chairman


Steve Burrage, Secretary-Member