

OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES
December 10, 2024
TULSA OFFICE

1. The regularly scheduled meeting of the Oklahoma Tax Commission convened at 10:00 a.m. on the above date. Notice of said meeting was posted on December 14, 2023; and the agenda therefor was posted from and after 10:00 a.m. on December 9, 2024. Chairman Wood declared the presence of a quorum.

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

2. READING OF MINUTES - Vice-Chairman Paulk moved that the Commission approve the minutes of the special commission meeting on December 3, 2024. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
3. Secretary-Member Prater moved that the Commission approve notification to the Cabinet Secretary of proposed agency expenses dated December 10, 2024. Vice-Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
4. Vice-Chairman Paulk moved that the Commission approve the 2025 Schedule of Regular Meetings to be submitted to the Secretary of State. Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
5. Vice-Chairman Paulk moved that the Commission approve the application submitted on behalf of the City of Tulsa for Quality Event status for the 2024 Tulsa Shootout to be held December 31, 2024 through January 4, 2025. Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
6. Discussion regarding operations of the Office of Administrative Law Judges. No action was taken.
7. Secretary-Member Prater moved that the Commission resolve into Executive Session to consider confidential taxpayer matters and proceedings, pending investigation, claims or litigation and the employment, hiring, promotion, demotion, disciplining or resignation of individual employees. Executive Session authorized by 25 O.S. § 307 (B)(1)(4)(7). Vice-Chairman Paulk 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. Secretary-Member Prater moved that the Commission reconvene into Open Session. Vice-Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
9. Vice-Chairman Paulk moved that the Commission approve a salary increase, effective November 1, 2024, for Administrative Law Judge Short. Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
10. Vice-Chairman Paulk moved that the Commission approve a salary increase, effective December 1, 2024, for Administrative Law Judge Farnum. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
11. Vice-Chairman Paulk moved that the Commission approve a salary increase, effective November 1, 2024, for Executive Legal Secretary, Audra Minton. Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
12. There was no new business.
13. The meeting was adjourned.

APPROVED:


Assistant Secretary
Mark A. Wood, Chairman
Shelly Paulk, Vice Chairman
Charles T. Prater, Secretary-Member