

**OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES**  
**January 22, 2025**

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 10, 2024; and the agenda therefor was posted from and after 1:30 p.m. on January 17, 2025. 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 regular commission meeting on January, 14, 2025. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman Paulk, aye; Secretary-Member, aye. The motion was declared adopted.
3. Vice-Chairman Paulk moved that the Commission approve notification to the Cabinet Secretary of proposed agency expenses dated January 22, 2025. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman Paulk, aye; Secretary-Member, aye. The motion was declared adopted.
4. Secretary-Member Prater moved that the Commission resolve into Executive Session to consider personnel matters, confidential taxpayer matters and proceedings, pending investigation, claims or litigation. Executive Session authorized by 25 O.S. § 307 (B)(1)(4) and (7). Vice-Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman Paulk, 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).

5. Chairman Wood moved that the Commission reconvene into Open Session. Vice-Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman Paulk, aye; Secretary-Member, aye. The motion was declared adopted.

- 6. There was no new business.
- 7. The meeting was adjourned.

APPROVED:

  
Assistant Secretary

  
Mark A. Wood, Chairman

  
Shelly Paulk, Vice-Chairman

  
Charles T. Prater, Secretary-Member