

OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES
February 4, 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 February 3, 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; Elizabeth Field, General Counsel and Doug Linehan, Executive Director.

2. READING OF MINUTES - Vice-Chairman Paulk moved that the Commission approve the minutes of the regular commission meeting on January 28, 2025. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
3. READING OF MINUTES - Vice-Chairman Paulk moved that the Commission approve the minutes of the special commission meeting on January 29, 2025. Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
4. The Executive Director reported on:
 - Parental Choice Tax Credit Program Update
5. Vice-Chairman Paulk moved that the Commission approve notification to the Cabinet Secretary of proposed agency expenses dated February 4, 2025. Secretary-Member Prater seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
6. Chairman Wood moved that the Commission approve the Reciprocal Agreement between the Oklahoma Tax Commission and the Oklahoma Department of Human Services. Vice-Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
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) and (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)(1)(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 promote Administrative Law Judge Farnum to Administrative Law Judge III and approve a salary increase, effective February 1, 2025. Chairman Wood 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


Mark A. Wood, Chairman


Shelly Paulk, Vice-Chairman


Charles T. Prater, Secretary-Member