

OKLAHOMA TAX COMMISSION REGULAR MEETING MINUTES
July 15, 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 July 14, 2025. Chairman Wood declared the presence of a quorum.

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

Guest: Hope West.

2. **READING OF MINUTES** - Secretary-Member Taylor moved that the Commission approve the minutes of the regular commission meeting on July 8, 2025. Chairman Wood seconded the motion. Chairman, aye; Vice-Chairman, abstain; Secretary-Member, aye. The motion was declared adopted.
3. Secretary-Member Taylor moved that the Commission approve notification to the Cabinet Secretary of proposed agency expenses dated July 15, 2025. Chairman Wood 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 appointment of Sharita Ramsey as Assistant Secretary and Attestation Officer for the Collections Division. Secretary-Member Taylor seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
5. Secretary-Member Taylor moved that the Commission approve the appointment of Doug Brydon as Assistant Secretary and Attestation Officer for the Collections Division. Vice-Chairman Paulk seconded the motion. Chairman, aye; Vice-Chairman, aye; Secretary-Member, aye. The motion was declared adopted.
6. Vice-Chairman Paulk 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). Secretary-

Member Taylor 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)(4)(7), (E)(3), and 51 O.S. § 24A.5(1)(b).

7. Secretary-Member Taylor 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.
8. There was no new business.
9. The meeting was adjourned.

APPROVED:


Assistant Secretary


Mark A. Wood, Chairman


Shelly Paulk, Vice-Chairman


Zack Taylor, Secretary-Member