



Cherokee Nation Tax Commission

P.O. Box 948 Tahlequah, OK 74465

Steve Wilson,
Tax Commissioner

Fan Robinson,
Tax Commissioner

Michael Doublehead,
Tax Commissioner

CHEROKEE NATION TAX COMMISSION MEETING TELE CONFERENCE JUNE 24, 2020 4:30 P.M.

Commission Present: Chairman Wilson, Commissioner Doublehead, and Commissioner Robinson (telephone).

Staff Present: Sharon Swepston, Shelia Sawney, Chelsea Fisher, Donnay Leach, and Fonda Gritts

Visitors: Chrissi Nimmo

Meeting was called to order by Chairman Wilson at 4:30 p.m. Quorum established with Commissioner's Robinson and Doublehead present.

The Commission began with agenda items #1 – Approval of Minutes - For the regular scheduled Tax Commission Meeting on March 11, 2020. And for the Special Emergency Meetings April 9, 2020, May 4, 2020, May 15, 2020, and May 29, 2020.

Commissioner Doublehead made a motion to approve all five sets of minutes. Commissioner Robinson seconded the motion. Motion carried.

Agenda #2- Retail and Wholesale Annual Renewal License- Shelia stated the annual license are up for renewal and she recommends approval. Commissioner Robinson made a motion to approve the renewal licenses. Commissioner Doublehead second the motion. Motion carried.

Agenda #3 Monthly Reports - Sharon stated on Motor Vehicle year to date we are approximately 5.6 percent behind what we were this time last year.

Due to tag offices being closed the months of March, April, and May. We had a lot of mail left in April and May that rolled into June due to being so far behind with the mail. Since we have opened back up all of our offices, we have been packed at each one of those sites and it is not slowing down. The mail, online renewals have not slowed down. The first two weeks of June we averaged the online renewals almost 500 per day. And the mail we are averaging approximately two tubs of mail per day.

The staff are coming into the office at 7:30 in the morning and been working until 7:00 to 7:30 at night. They close the doors at 4:15 to the public and finish up with the customers. Once they finish up with the customers, they start back up on mail in's and online renewals. The staff are working together to get all work caught up.

Tobacco we are approximately 12 percent behind this time last year, which that includes Retail Sales. But, the casinos, gift shops, restaurants have been closed since March. When everything opens back up those numbers will start coming up.

Sharon gave an update on title work that has been mailed in, as of today we are processing June 15th. On the mail in renewal we are processing June 11th, and on the online renewals we are processing June 22nd and 23rd. We are almost completely caught up with the online renewals. The Imaging staff has been trained to process renewals, and have been processing online and mail in renewals. Sharon said she appreciates their help in getting the tag office caught up.

We have Summer Youth workers at all tag offices except Collinsville and Sallisaw. They are helping us screen customers at the doors by taking temperatures asking the required questions, and helping customers sign in. Also, the Chief had ask if we would pass out water especially to the elderly customers. All offices has water except Sallisaw. Summer youth is helping with handing out water, they are wearing gloves to hand the water out.

Customers are not allowed to get their own water. Trying to follow all the procedures while keeping everyone cool and safe as possible.

Commissioner Robinson ask when does the last temporary order end. Sharon said the last order is dated July 1st. Commissioner Robinson ask if Sharon knew if it will be extended. Sharon said she hasn't heard from the Chief or Secretary of State, but she will try to contact them to see if it will be extended again. And if it is going to be another extension we will need to schedule another meeting.

Commissioner Doublehead made a motion to approve the Monthly Reports. Commissioner Robinson seconded the motion. Motion carried.

Agenda #4 Consideration, discussion, and possible approval regarding any matter not known about or which could not have reasonably been foreseen prior to the time of posting. – N/A

Agenda #5 Executive Session –Exit Executive Session - N/A

Other New Business – N/A

Public comments – Commissioner Doublehead wanted to thank Sharon and her staff for accommodating the Chiefs request. He said he knows it came as short notice and he just appreciates how we got all the information out so quickly.

Adjournment – Commissioner Robinson made a motion to adjourn. Commissioner Doublehead second the motion. Motion carried.

Next regular meeting will be September 9, 2020 at 4:30 P.M.

Adjourn at 4:45 PM

Commissioners Approval