

Vermont Secretary of State
Office of Professional Regulation
BOARD OF PUBLIC ACCOUNTANCY
October 25, 2005
MINUTES

1. The meeting was called to order at 9:18 a.m.

Members present: Pamela J. Douglass, CPA., Chair; Lee M. Spivey, Jr., CPA, Vice chair; Claire LaVoie, CPA., Secretary; Jeffrey Graham, CPA, RPA and Cairn Cross, Public member.

OPR Staff Present: Carla Preston, Unit Administrator and Patty Skinner, Administrative Assistant

2. The Chair called for approval of the minutes of the September 27, 2005 meeting with the following changes: 1. Changing Chairman to Chair, Secretary to Vice Chair and adding Secretary after Clair LaVoie, CPA. Adding 7. c. The Board reviewed the letter from the Darcy Group on renewal of individual license and firm license, and determined that they would require a Peer Review prior to renewal. Mr. LaVoie made a motion, seconded by Mr. Cross, to approve the Minutes of the September 27th meeting as corrected.

3. Hearings and Stipulations N/A

4. Complaints/Follow-up cases N/A

5. Licensing – Review the following applications for licensure

Mr. Graham made a motion, seconded by Mr. Cross, to approve the following applicants for licensure based on their completed applications. Motion passed unanimously.

Carrie Lambert & Assoc., Inc. – Firm
Jennifer Howrigan – Examination
Kyle Sowles – Endorsement
Thomas Gaidimas – Endorsement
Richard Provost – Reinstatement
Craig Schmitterer – Endorsement
Sarah Richards – Endorsement

Kathleen Keenan – Score Transfer
Benjie C. Tessier, CPA, LLC – Firm
Avril Stephens – Endorsement
Betty Sabourin – Examination
Michael K. Devlin – Reinstatement
Craig Schmitterer, CPA – Firm

The Board reviewed the applications listed below and noted that documents were either missing or unacceptable to complete their applications. Applicants will be notified of the Board's findings.

Sheila Berry, CPA – Firm – The Board reviewed the application, but it was the decision of the Board that it would have to be completed on the new form.

Pamela Cote – Endorsement - The Board reviewed Ms. Cote’s application, but was unable to approve it as submitted. It was determined that Ms. Cote only had 57.75 CPE’s, and that Connecticut did not specify if there had been any disciplinary action against her license.

Kenneth Nussbaum – Endorsement – The Board reviewed Mr. Nussbaum’s application, but was unable to approve it as submitted. It was determined that Mr. Nussbaum did not have 80 hours of CPE from the date application was to be completed. Mr. Nussbaum will also require 8 hours of auditing and accounting and 10 other credits to complete his CPE requirements.

Bruce A. Corrette & Associates, PC – Firm – Change in ownership. The Board reviewed this application and determined that a Peer Review would have to be done prior to a license being issued.

6. AICPA Correspondence N/A

7. NASBA Correspondence

- a. The Board noted the email from Penny Vernon, Manager Candidate Care, regarding Sooyong Park and the fact that Prometric and the AICPA were unable to use the data from his Auditing Exam.

8. Miscellaneous Correspondence

- a. The Board reviewed the email from Jennifer L. Tornquist requesting an extension be granted until 12/31/2005 for renewal due to health reasons. The Board granted the request.
- b. The Board reviewed the email from Liz Adams regarding the number of CPE’s that could be used for a course that she is taking. Ms. Adams will be referred to Board Rule 9.2 (D).
- c. The Board reviewed the letter from Lori Carr requesting an extension to enable her to complete her CPE’s. Ms. LaVoie made a motion, seconded by Mr. Cross to grant the extension. Motion passed unanimously.

9. Budget Review N/A

10. Public Comments N/A

11. Other Board Business

- a. The Board met with Michael Colgan, Chief Investigator and Amy Carlson, Investigative Coordinator, to discuss “boiler plate” questions that would be helpful during an investigation. The Board discuss this at length, and the Investigative Team will be preparing questions for complaints prior to the information going to the Investigators.
- b. The Board reviewed the audits that had come in todate.

12. There being no further business, the Board adjourned at 1:45 p.m.