

**Vermont Secretary of State
Office of Professional Regulation
BOARD OF ACCOUNTANCY**

Location: Corner of State Main in the City Center. 89 Main Street, 3rd Floor, Montpelier, VT 05602

Minutes

December 17, 2013

Members present: Joshua Partlow, Thomas Shortle, John Borch, Daniel Coane and Lee M. Spivey

Staff present: Judith Griffen and Peter Comart

1. 9:01 a.m. Called to order

2. Approved the Minutes of the November 26, 2013 meeting.

3. Reports/Follow-up cases

- a. Case Managers Report by Carla Preston

4. Correspondence/Discussion items

a. CPE Audits were reviewed and there was a lengthy discussion on the Board's overall satisfaction with the responses and the quality of licensee CPE records. Specifically, the Board had concerns regarding the number of individuals indicating compliance at renewal that failed to demonstrate compliance upon audit. The Board decided to audit 100% of licensees on the 4 hour Ethics course for the 2013 renewal. The Board felt this was a good proxy to determine the overall scope of noncompliance. Responsibilities to complete this task were discussed and assigned as follows:

- Judith will prepare a letter to licensees outlining the audit request. The letter will be submitted for Board review and would be sent to licensees in early 2014.

-Carla will establish a grid outlining suggested fines and penalties based upon an individual's level of noncompliance which will be reviewed by the Board at the January meeting.

- Peter, Judith and Carla will discuss the administrative process to determine the best way to administratively process the audit submissions at OPR.

- Peter / Judith / Carla will consult with Colin Benjamin, Board Council to ensure Colin is in agreement with the audit approach and Colin will address any concerns with the Board at the January meeting.

- The Board will review the letter and penalty grid at the next meeting and we should be ready to send the audit letters to licensees at that time.

5. Hearings/Stipulations/Concluded Investigations – None

6. Licensing – Review the following applications for licensure

Joyce Yau - examination – approved

Wesley Bassett – examination – approved

Yin Chia Lu – examination – approved

Melanie Paukner – endorsement – approved

Karen Groseclose – reinstatement – approved
Ian Jeffers – reinstatement – approved
Ghussan Khalid – reinstatement – approved pending completion of the form
Dever Accounting Services – reinstatement – approved
Michael Lefoeuf PC – reinstatement – approved
Michael Lefoeuf – reinstatement – approved
John Liscinsky – reinstatement – approved
Gregory Barrows – reinstatement – approved
Dennis Moser – reinstatement – approved

Braver Pc – Temporary permit – approved

7 Other Board Business

a. Signing of Certificates

8. FYI

a. 2014 Board Member and Advisor Training, Wednesday, January 15, 2014

9. Adjourn

Next meeting January 28, 2014