

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

1. The meeting was called to order at 9:20 a.m.

Members present: Jeffrey A. Graham, CPA, RPA, Chairman; Pamela J. Douglass, CPA, Vice Chair; Lee M. Spivey, Jr., CPA and Claire LaVoie, Secretary. Absent: 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 December 28th, 2004 meeting. Mr. Spivey Jr. made a motion, seconded by Ms. Douglass, to approve the Minutes of the December 28th, 2004 meeting. Motion passed unanimously.

3. The Board reviewed and discussed the following applications for licensure.

- a. Ms. Douglass made a motion, seconded by Ms. LaVoie, to approve the following applications for licensure based on their completed applications. Motion passed unanimously.

Laurie Bertrand – Examination
Cristopher Irwin – Endorsement
Lisa Tassinari – Endorsement

James Byman – Endorsement
Wari Saifi – Examination
Judith Wallace - Examination

- b. The Board reviewed the application listed below and noted that documents were either missing or unacceptable to complete the application. The applicant will be notified of the Board's findings.

David Eaton (Score Transfer) The Board reviewed Mr. Eaton's application, but was unable to approve it as submitted. The transcripts that were submitted do not show what courses were transferred from Keene State College or Bryant College, therefore the specific courses that are necessary for licensure in Vermont are not clear.

4. AICPA Correspondence

5. NASBA Correspondence

- a. The Board reviewed and noted the Highlights of the January 14, 2005 meeting, Minutes of the October 15, 2004 Board of Directors' meeting and Summary Report of the focus questions' responses submitted to the Regional Directors.

6. Miscellaneous Correspondence

- a. Ms. Preston will respond to the letter from Louis W. Anderson, RPA, regarding a peer review. A list of acceptable peer reviewers will be obtained from New England Peer Review (NEPR).

7. Public Comments

8. Other Business Introduced by the Board

- a. The Board will write to NASBA and Vermont's Exam Coordinator to verify what specific courses are required to sit for the exam and for licensure.
- b. The Board will write to two foreign education evaluators (Josef Silny & Associates, Inc. and World Education Services, Inc.) to state how courses must be reported. The letter will be copied to the National Association of Credential Evaluation Services.
- c. The Board reviewed the responses from the evaluation of financial statements. Ms Preston will notify licensees of the Board's findings.

9. Newsletter Topics

Board Members were assigned topics for draft articles on the following subjects:

CPE

Audit & Attest Functions

Ethics

Time line for peer reviews (earliest date to accept peer review for new renewal period)

- 10.** There being no further business, the meeting was adjourned at 1:45 p.m.