

Vermont Secretary of State  
Office of Professional Regulation  
**BOARD OF PUBLIC ACCOUNTANCY**  
**NOVEMBER 20, 2001**  
**APPROVED MINUTES**

Board members present: Jeffrey Graham, Francine Chittenden, Pamela Douglass, Claire LaVoie and Lee Spivey Jr.; Staff members present: Nancy Morin, Jessica Porter; Others present: Deborah Riley

1. Meeting was called to order at 9:06 a.m.
2. Moved to approve the minutes of October 9, 2001. So voted.
3. Reports
  - a. Jessica Porter, Director discussed with the Board their budget. Board moved to raise the non-resident temporary license from \$5.00 to \$50.00, the firm registration license from \$15.00 to \$35.00 and the registered and certified public accountants renewal fee from \$90.00 to \$100.00. So voted.
4. Public Comments

Deborah Riley, Executive Director, of the Society of CPA's, discussed with the Board the Societies position on the portal issues.
5. Complaints
  - a. Moved to approve the closing report for AC02-0601. So voted.
6. Licensing

Moved to approve the following applicants for licensure as Certified Public Accountants.

  - a. Linda Elliott by Examination
  - b. Rebecca Chandler by Examination
  - c. Lisa Hughes by Examination
  - d. Benamina Tessier by Examination
  - e. Zahid Rupani by Examination
  - f. Jeanette Burhans by Examination pending receipt of a letter regarding the waiver of a computer science course.
  - g. Kevin Saul by Examination
  - h. John Shire by Examination
  - i. John Olsen by Endorsement
  - j. Kenneth Stoll by Endorsement
  - k. Joshua Partlow by Examination pending receipt of a copy of his supervisor's license.
  - l. Beth Bombara by Endorsement

So voted.



- m. Moved to table Reinhard Polewsky's application for licensure as a CPA by examination. Board requested staff send a letter to Mr. Polewsky requesting the following:
  - 1. a copy of his supervisors verification of licensure in transcribed into English from German
  - 2. verification of whether his supervisor is a US Certified Public Accountant
  - 3. if his supervisor is not a US Certified Public Accountant than what is his designation and include the educational and continuing education requirements for the designation.
- n. Moved to table Paul Moreno's application for licensure as a Certified Public Accountant by Endorsement. Board requested staff send a letter to Mr. Moreno advising him that he does not qualify for endorsement under the 5 in 10 rule and that he would need to take an ethics course, submit transcripts and a experience supervisory form prior to the Board acting on his application. So voted.

## **7. Correspondence**

- a. Board reviewed a letter from John Crowley, dated 10/19/01 and Christopher Winters response, dated 10/24/01, regarding his CPA renewal. Jeff Graham will send information to the Office for Chris to use in drafting a response.
- b. Board reviewed the letter from Paul Mayer regarding a refund of his son's examination fees and requested Staff send a letter advising Mr. Mayer that it is the policy not to refund examination fees and that the application states there is no refund on examination fees.
- c. Board reviewed a letter from Nancy Berglund regarding the renewal of her license and it was noted that the renewal had been mailed to her and that when the Office receives the renewal and required documentation and fees her license will be renewed.

## **8. CPAES Correspondence**

- a. Board reviewed the CPA Examination Review Board Checklist
- b. Board reviewed the memo on Security Precautions and Procedures
- c. Board reviewed the memo on "Examination Administration Security and Related Matters"

## **9. NASBA Correspondence**

- a. Board approved paying the NASBA dues that were raised from \$1,600.00 to \$3,200.00
- b. Board completed the focus questions from John Katzenmey, Chair, Committee on Relations with Member Boards
- c. Board reviewed the "Exposure Draft - Uniform Accountancy Act and Uniform Accountancy Act Rules Third Edition Revised."
- d. Board reviewed the highlights of the 10/12/01 Board of Directors meeting, Minutes of the 7/20/01 Board of Director's meeting and Summary Report of the focus questions responses. Lee Spivey reported on the Annual meeting.



- e. Board reviewed the e-mail from Kim Ellis regarding CPE credits for different types of certifications and requested staff send her a letter stating that 50 minutes of CPE would equal 1 hour. A copy of the rules governing continuing education will be sent with the letter.
- f. Board reviewed the Summary of Exposure Draft comments from State Boards, NASBA Examinations Committee and SEC
- g. Board moved to have Nancy Morin attend the January 9, 2002 Examination Conference. Board moved to approve the payment of one additional night of lodging if necessary. So voted. Francine Chittenden stated she would attend the meeting if the Office would not allow Nancy to attend but she would prefer not to go because she was not as knowledgeable about the computer examination.
- h. Moved to have Nancy Morin attend the 2002 Executive Directors Conference for Executive Directors and approved the payment of one additional night of lodging. So voted.

#### **10. AICPA Correspondence**

- a. Board reviewed the AICPA “CPA Examination reform Student and Young Professional Focus Group Research”
  - b. Board reviewed the Summary of Responses on the Briefing Paper No 2 Computerizing the Uniform CPA Examination
  - c. Board reviewed the memo from the SEC Practice Sections regarding a peer review
  - d. Board reviewed the letter from Le Roy Layton to The AICPA regarding “The Global Business Credential”
  - e. Board reviewed the ET Section 101 “Independence”
11. Board noted the miscellaneous correspondence
12. Moved to adjourn the meeting at 2:30 p.m.

**NEXT MEETING: Scheduled for January 22, 2002, Office of the Secretary of State , 26 Terrace Street, Montpelier, VT**