

Vermont Secretary of State  
Office of Professional Regulation  
**BOARD OF PUBLIC ACCOUNTANCY**  
MINUTES  
Meeting of Tuesday, August 25, 2009

1. The meeting was called to order at 9:04 A.M.

Members present: Pamela J. Douglass, CPA, Chairperson; Lee M. Spivey, CPA, Vice-Chair; John C. Borch, CPA and Cairn G. Cross. Absent: Claire LaVoie, CPA

OPR Staff present: Kevin F. Leahy, Board Counsel; Carla Preston, Unit Administrator and Patty Skinner Administrative Assistant

Others present: Carolyn Stevens and Deb Riley

2. The Chair called for approval of the Minutes of the July 28<sup>th</sup> meeting. Changes were made to the minutes as follows: Delete page two and first paragraph on page three. On page five under G. Strategic Planning, delete a through h and under H. Update Forms, delete the two paragraphs following a through d. A motion was made and seconded to accept the minutes with the above changes.
3. Hearings and/or Stipulation and Consent Orders for consideration
4. Legislation/Rulemaking
5. Reports/Guests
6. Applications

Mr. Cross made a motion, seconded by Mr. Spivey, to approve the following applicants for licensure or reinstatement based on their completed applications. The question was called and the motion passed unanimously.

Starr Pombrio – Reinstatement  
Michael Stuart – Examination  
Jessica Strick – Examination  
Obiamaka Arah – Examination  
Mary Washburn – Examination

Fei Li – Examination  
Christy Rittershausen – Examination  
SingerLewak, LLP – Firm  
Gerard Galvin – Reinstatement  
Mark Dayvie - Examination

The Board reviewed the application listed below but was unable to approve it as submitted. Applicant(s) will be notified of the Board's findings.

**Ralph E. Kornips** – Examination – The document sent to our office from Nyenrode Business Universiteit were not acceptable to the Board. Mr. Kornips will have to have his transcripts reevaluated to state that he has the equivalent of a bachelor's degree.

**Donald Jenkins** – Reinstatement - Mr. Jenkins was approved pending receipt of his CPE's.

7. Correspondence from the American Institute of Certified Public Accountants (AICPA) and the National Association of State Boards of Accountancy (NASBA)

The Board reviewed and noted various correspondences from the sources mentioned above.

8. Miscellaneous Correspondence

- a. The Board reviewed other various correspondences which required no action.

9. Public Comment

10. Other business

A. Disciplinary Cases – There are currently four pending cases.

B. ALD Progress

Ms. Preston agreed to again contact Kenneth Denny at NASBA regarding what they needed from Vermont to update this database. Chairperson Douglass will also follow-up with NASBA on this topic.

C. Mobility Transition

- a. The Board discussed how best to handle requests about mobility. The Board noted that it is the applicant's responsibility to determine whether licensure in Vermont is needed based on their particular situation, circumstances and location of their client. Inquiries will be forwarded to NASBA's web site for additional information about states that are substantially equivalent with regard to education, examination and experience. Vermont is substantially equivalent. Chairperson Douglass provided information from New Hampshire's Web site regarding mobility that described what is needed and instructions which is similar to Vermont's. The information included what firms must register, etc. Ms. Preston agreed to draft language similar to New Hampshire's requirements and instructions for inclusion on the Board's web page.

D. Newsletter Topics and Assignments – Chairperson Douglass will write her Chair's report and an article regarding mobility. She mentioned including information about serving on the Board and may include an excerpt from the survey sent with renewals. Mr. Spivey will write an article to update experience requirements and to explain that the Board wants more detail about an applicant's experience. In addition, disciplinary actions, statistics, updates to the statutory and rule changes will be highlighted.

E. Update Forms – Many of the Board's application forms need to be updated due to the recent statutory and rule changes.

- a. Endorsement under new rules 5.11 – Ms. Skinner presented a draft of this form for Board review
- b. New experience form for new 5.9 – Ms. Preston is working on the Report of Supervised Experience Form.

Ms. Preston agreed to update the application for the CPA Examination and reinstatement Candidates

11. The next meeting of the Board is scheduled for September 22, 2009

12. There being no further business the meeting was adjourned.

Respectfully submitted,

Patty Skinner  
Administrative Assistant