

Vermont Secretary of State
Office of Professional Regulation
BOARD OF PUBLIC ACCOUNTANCY
AUGUST 24, 2004
UNAPPROVED MINUTES

1. The meeting was called to order at 9:06 a.m.

Members present: Jeffrey A. Graham, CPA, RPA, Chairman; Pamela J. Douglass, CPA, Secretary; Lee M. Spivey, Jr., CPA; Claire LaVoie, CPA and Cairn G. Cross.

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

Other present: Gordon Moore

2. The Chairman called for approval of the Minutes of the July 27, 2004 meeting. Mr. Spivey made a motion, seconded by Ms. Douglass, to approve the Minutes of the July 27, 2004 meeting as submitted. Motion passed unanimously

3. Attending Guests

- a. Gordon Moore attended the meeting to discuss his application for licensure on the basis of endorsement. The Board reviewed the information he submitted and discussed his experience in detail. The Board asked Mr. Moore to submit the following: Report of Experience Form and copy of supervisor's licensure, as well as verification of his Chartered Accountants license in Canada.

Mr. Moore was asked to submit documentation regarding the 900 hours of Sarbanes-Oxley. A letter explaining the 500/200 rule was given to Mr. Moore at the meeting. He was asked to obtain a letter of good standing from the Chartered Accountants of Canada for his supervisor.

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

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

Johnny Balparda – Endorsement
Chu Hyun Chung – Examination
Anita L. Engel – Examination
Barry Rotschild – Examination
Jeremy Veilleux – Endorsement
Eugenia Leung – Examination
Edmond Leung – Examination

John McCarthy - Endorsement
Walter C. Meyer – Endorsement
Jennifer Robinson - Examination
Robert A. Krysac – Endorsement
Lawrence P. Warren, CPA – Firm
Karita Jalava – Examination

4. The Board reviewed and discussed the following Applications (cont.)

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

J. Gregory Black (Examination) The Board reviewed Mr. Black's request for a waiver of the US Business Tax and US Business Law courses. The Board has extended the date to waive the requirement of these two additional courses until December 31, 2004.

Michele Caticchio (Examination) The Board reviewed Mr. Caticchio's application, but was unable to approve it as submitted. He needs to show evidence of having taken the 8 hour Ethics Course. If his application is not completed by December 31, 2004 he will also be required to have taken the two additional US courses.

Michael Dalton (Examination) The Board reviewed Mr. Dalton's application, but was unable to approve it as submitted. The Board found the written explanation from his supervisor to be unacceptable.

Nesta H. Gravesandy (Examination) The Board reviewed Ms. Gravesandy's application, but was unable to approve it as submitted. The Board will require verification of her supervisor's license directly from the licensing authority in Georgia.

Joyce Lee (Examination) The Board reviewed Ms. Lee's application, but was unable to approve as submitted. The Board raised questions with regard to experience at Valero Energy Corporation, and requested a detailed explanation of attest functions and application of Board Rule 5.9. She must also provide submit verification from the Texas Board of Accountancy that her supervisor's license was in good standing during the period of supervision.

Matthias Lilienfein (Examination) The Board reviewed Mr. Lilienfein's application, but was unable to approve as submitted. The Board found no documentation to support his twelve years of work experience, and noted that the two reports were overlapping. He must also submit verification of his supervisor's licenses directly from the licensing authorities in California and New York.

4. The Board reviewed and discussed the following Applications (cont.)

Brian Liu (Examination) The Board reviewed Mr. Liu's application, but was unable to approve as submitted. The Board found that Mr. Liu's supervisor was not issued a Chartered Accountants license until January 24, 2000, therefore prior experience is not acceptable. A new Report of Experience Form must be completed. He must provide verification of his supervisor's license from the Chartered Accountants of Ontario.

Gordon B. Moore (Endorsement) See 3 (a)

Tanvi Shah (Examination) The Board reviewed Ms. Shah's application, but was unable to approve as submitted. The Board requests verification of her supervisor's license directly from the New York.

Maciej S. Zalesinski (Examination) The Board reviewed Mr. Zalesinski's application, but was unable to approve as submitted. Tabled for the September meeting for further discussion.

5. AICPA Correspondence

- a. The Board noted the letter from the AICPA Board of Examiners regarding CPA Examination passing standards was reviewed.

6. NASBA Correspondence

- a. The Board noted the NASBA Regional Directors Focus Questions
- b. The Board reviewed and discussed NASBA Dues based on examination. Based on the number of candidates who passed the examination, our dues are \$2,120.
- c. The Board responded to the NASBA Online Quick Polls.
- d. The Board verified the information for NASBA Handbook
- e. The Board addressed the issue of Norman Vassell's request for a refund of exam fees due to the fact that Prometric would not accept his identification. The Board agreed that under these circumstances, CPAES should refund Mr. Vassell or allow him to sit for the exam at no charge.
- f. The Board reviewed the information regarding NASBA's 97th Annual Meeting. It was uncertain if anyone would be attending.
- g. The Board noted the letter from Joe Cote regarding the Review Order Form and the Appeal Order Form.

7. Correspondence

- a. Notification of the FARB's 12th Annual Attorney Certification Seminar in Professional Regulatory Law was noted.
- b. The email from Dennis Gring from the Maryland State Board of Accountancy alerting us to unauthorized individuals conducting a survey identifying themselves as representing the Maryland Board of Public Accountancy was noted.
- c. The Board reviewed the Email from Chad Binkerd regarding whether two classes that he has taken would qualify for credits. He will be notified.

8. Public Comment

9. Other Business

- a. The Board signed wall certificates
- b. The Board was asked to determine what information would be required to demonstrate competency on applications received after 90 days. The Board concluded it would deal with these situations on a case by case basis.
- c. The Financial Statements were reviewed and letters will be mailed accordingly.
- d. The Board noted the email from Laura Grube of the CPA Examination Service regarding semester credit hours and the acceptability of credit awarded through Vermont State Colleges. The Board will accept credit for actual amount earned and was not in favor of rounding off the number of credits.

10. Ms. Lavoie made a motion, seconded by Mr. Spivey to adjourn the meeting at 3:15 p.m.

Subsequent meetings as follows: October 26, November 23 and December 28.