



THE MINNESOTA BOARD OF ACCOUNTANCY

BOARD MEMORANDUM

June 1, 2015

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Gregory S. Steiner, CPA, Board Chair

SUBJECT: **JUNE 1, 2015, BOARD MEETING MINUTES**
9:25 AM
GOLDEN RULE BUILDING, Suite 295 (2nd floor)

The Board held its regularly scheduled monthly meeting on the above-mentioned date, time and location.

- 1) CALL TO ORDER
Attendance:
Gregory S. Steiner, CPA, Board Chair
Sharon A. Jensen, CPA
Thomas A. Lydon, CPA
Kathleen K. Mooney, CPA
Charles Selcer, CPA
Mark A. Sellner, CPA
Scott Van Binsbergen, Public Member (**Absent**)
Michael M. Vekich, CPA (**Absent**)
Alan J. Wilensky, Public Member

OTHERS:

Doreen Frost, Executive Director
Christopher Kaisershot, Assistant Attorney General
Bev Carey, Investigator
Kay Weiss, Communications Specialist
Sara Datko, Complaint Specialist
Laurie Nistl, Board Staff

GUESTS:

Charlie Petersen, Senior Management Consultant at Minnesota Management and Budget (MMB).
Betsy Adrian, Minnesota Society of Certified Public Accountants (MNCPA)
Nick de Julio, Minnesota Association of Public Accountants (MAPA)

85 East 7th Place, Suite 125, St. Paul, MN 55101
p.651-296-7938 ■ f.651-282-2644 ■ TTY 800.627.3529
www.boa.state.mn.us

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- 2) APPROVAL OF THE APRIL 17, 2015 BOARD MEETING MINUTES
 - A) **MSP: to approve the April 17, 2015 meeting minutes.**
- 3) COMPLAINT COMMITTEE REPORT (Greg Steiner, Board Chair, reported)
The Complaint Committee requests a closed session to deal with disciplinary matters.
 - A) **MSP: To close session to address enforcement actions under Minnesota Statutes 214 (2014).**
 - B) **MSP: To reopen the meeting.** The Board issued the following Orders:
 - 1) In the Matter of Kris M. Casement, the Board issued a Stipulation and Consent Order.
 - 2) In the Matter of Frazier & Deeter, LLC, the Board issued a Stipulation and Consent Order.
Charles Selcer recused himself from the vote.
 - 3) In the Matter of ELO Prof, LLC, the Board issued a Settlement Agreement and Cease and Desist Order.
 - 4) In the Matter of Glaydon Paul Iverson, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 - 5) In the Matter of Carrie Lynn Kirscht, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 - 6) In the Matter of Heidi Tabor Myers, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 - 7) In the Matter of Brandon Robert Pratt, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 - 8) In the Matter of Qian Sha, the Board issued a Stipulation and Consent Order and Order to Reinstate.
- 4) STRATEGIC PLANNING INITIATIVE - Discussion facilitated by Charlie Petersen, Senior Management Consultant at Minnesota Management and Budget (MMB).
 - A) Strategic Planning Agenda (**ATTACH. 4A**)
 - B) Working Document (**ATTACH. 4B**)
 - C) Priority Exercise (**ATTACH. 4C**)
 - D) Activities Worksheet (**ATTACH. 4D**)
- 5) EXECUTIVE COMMITTEE REPORT (Gregory S. Steiner, Board Chair)
 - A) No meeting held.
- 6) EXECUTIVE DIRECTOR'S REPORT (Doreen Frost, Executive Director)
 - A) Budget and Revenue Reports – Discussed.
 - B) Fiscal Year End report:
 - Authorization request to place funds in the Odyssey Fund through MN.IT to upgrade File-Net.
MSP: To authorize funding to the Odyssey Fund to upgrade File-Net.
 - Expense reports need to be submitted as soon as possible.
 - C) Staffing Update: Leama Sather, Accounts Receivable/Payable, is on maternity leave. Bev Carey, Board Investigator, will be retiring on September 4, 2015.

- D) Greg Steiner and Doreen Frost spoke at MNCPA on April 2, 2015.
 - E) Doreen Frost will be attending Internal Controls Certification.
 - F) Greg Steiner and Doreen Frost will be attending a MAPA meeting, on June 15, 2015, at the MAPA Office.
 - G) Possible Minnesota Government Shutdown – Discussed.
- 7) EXAMINATION & CREDENTIALING COMMITTEE MEETING REPORT
(Kathleen K. Mooney, Committee Chair)
- A) Approved the applications of 51 Minnesota candidates, two transfer candidates, and four reciprocal candidates. Two petitions for waiver of Board of Accountancy Rules were denied.
- MP: To Approve and Adopt Committee recommendations.**
- 8) CONTINUING PROFESSIONAL EDUCATION COMMITTEE REPORT
(Mark A. Sellner, Committee Chair)
- A) Approved one petition for waiver from Board of Accountancy Rules
 - B) Denied three petitions for waiver from Board of Accountancy Rules.
 - C) Granted three CPE audit petitions.
 - D) Granted one CPE audit extension request.
 - E) Denied one CPE audit petition.
- MP: To Approve and Adopt Committee recommendations.**
- 9) LEGISLATIVE AND RULES COMMITTEE REPORT
(Michael M. Vekich, Committee Chair)
- A) No meeting was held.
- 10) FIRM CREDENTIALING COMMITTEE REPORT
(Mark A. Sellner, Committee Chair)
- A) Approved four Minnesota firm permits.
 - B) Approved two foreign firm permits.
 - C) Approved two firm name change requests.
 - D) Approved one network firm name request.
 - E) Accepted 11 quality review reports with a pass rating.
 - F) Accepted 2 quality review reports with other ratings.
 - G) Approved one Peer Review Extension Request.
 - H) Discussed one firm possibly operating without a permit and referred to staff.
- MP: To Approve and Adopt Committee recommendations.**
- 11) QUALITY REVIEW OVERSIGHT COMMITTEE REPORT
(Mark A. Sellner, Committee Chair)
- A) One Board member and two staff will be attending the National meeting in July.
- 12) UNFINISHED BUSINESS
- A) None

13) NEW BUSINESS

- A) Continuing Education Audit Report – Discussed. **(ATTACH. 13A)**
- B) Annual Renewals and First Notice Renewal Postcard – Discussed.
- C) Civil Penalty Quick-Poll from NASBA - Discussed
- D) 2014 NASBA State Board Profile (FYI Only)
- E) NASBA – CPA Examination Fees (FYI Only)
- F) NASBA – Candidate Care Report 15Q1 (FYI Only)
- G) New Licenses Report (FYI Only)

14) PUBLIC COMMENT

- A) None

15) ADJOURNED: 11:35 a.m. Next meeting is Monday, July 20, 2015.



Sharon A. Jensen, CPA, Vice Chair