

THE MINNESOTA BOARD OF ACCOUNTANCY

BOARD MEMORANDUM

September 21, 2015

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Gregory S. Steiner, CPA, Board Chair

SUBJECT: **SEPTEMBER 21, 2015, BOARD MEETING MINUTES**
9:40 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
Michael M. Vekich, CPA
Alan J. Wilensky, Public Member

OTHERS:

Doreen Frost, Executive Director
Christopher Kaisershot, Assistant Attorney General
Sara Datko, Complaint Specialist
Kay Weiss, Communications Specialist
Laurie Nistl, OASI
Andrea Barker, Rules Coordinator

GUESTS:

Betsy Adrian, Minnesota Society of Certified Public Accountants (MNCPA)
Geno Fragnito, Minnesota Society of Certified Public Accountants (MNCPA)
Nick de Julio, Minnesota Association of Public Accountants (MAPA)

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- 2) APPROVAL OF THE JULY 20, 2015 BOARD MEETING MINUTES
 - A) **MSP: to approve the July 20, 2015 meeting minutes.**

- 3) COMPLAINT COMMITTEE REPORT (Michael Vekich, Committee Chair)
 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 Gregory J. Brinkmeyer, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 - 2) In the Matter of Christine Marie Buntje, the Board issued a Stipulation and Consent Order and Order to Reinstate.

- 4) EXECUTIVE COMMITTEE REPORT (Gregory S. Steiner, Board Chair)
 - A) Internal Control System Certification was discussed.
 - B) The Information and Telecommunications Account Interagency Agreement was discussed.
 - C) Test Center Issue – Reviewed and discussed.
 - D) NASBA Diversity Survey – Discussed.

- 5) EXECUTIVE DIRECTOR'S REPORT (Doreen Frost, Executive Director)
 - A) Budget and Revenue Reports – Discussed.
 - B) Open appointments – Three Board members' terms will be ending in January. Anyone interested in serving on the Board or being reappointed should submit applications to the Secretary of State.
 - C) Fiscal Year 2016 IT Rates – Discussed.
 - D) Strategic Plan Deliverable: Forms Revisions - Discussed
 - E) Staffing Update: Bev Carey, Board Investigator, has retired. A Complaint Specialist position will be posted.
 - F) Renewal Statistics – Discussed.
 - G) Respectful Workplace Policy Initiative Training for Board employees was held in August.
 - H) Council on Licensure, Enforcement and Regulation (CLEAR) Training report by Sara Datko.

- 6) EXAMINATION & CREDENTIALING COMMITTEE MEETING REPORT
 (Kate Mooney, Committee Chair)
 - A) Approved the applications of 86 Minnesota candidates, 15 transfer candidates, and seven reciprocal candidates. One petition for waiver of Board of Accountancy Rules was denied.
 - B) The Exam & Credentialing Committee Strategic Planning Assignment Worksheet was discussed.

MP: To Approve and Adopt Committee recommendations.

- 7) CONTINUING PROFESSIONAL EDUCATION COMMITTEE REPORT
 (Mark Sellner, Committee Chair)
 - A) Approved one petition for waiver from Board of Accountancy Rules
 - B) Denied two petitions for waiver from Board of Accountancy Rules.

- C) One CPE Audit Request/Petition was approved
- D) CPE Committee Strategic Planning Assignment Worksheet was discussed.
- E) NASBA's Automated CPE process was discussed.

MP: To Approve and Adopt Committee recommendations.

8) FIRM CREDENTIALING COMMITTEE REPORT
(Mark Sellner, Committee Chair)

- A) Approved seven Minnesota firm permits.
- B) Approved four foreign firm permits.
- C) Approved three firm name change requests.
- D) Accepted 30 quality review reports with a pass rating.
- E) One quality review report with questions was resolved and approved.
- F) Four quality review reports with deficiencies cleared were approved.
- G) U.S. Department of Labor Audit Quality Letter was discussed.

MP: To Approve and Adopt Committee recommendations.

9) UNFINISHED BUSINESS

- A) The Proposed Rules Hearing scheduled for October 8, 2015 was discussed.
- B) Rule Package R-04313 proposed modification (**ATTACH. 9B**)

MSP: To adopt the proposed rule modification.

10) NEW BUSINESS

- A) NASBA Annual Meeting, October 25-28, 2015. Authorization of attendance of one additional Board member.

MSP: To authorize the attendance of one additional Board member.

- B) U.S. Department of Labor Audit Quality Letter - Discussed.
- C) Draft 2016 Board Meeting Calendar - Discussed.

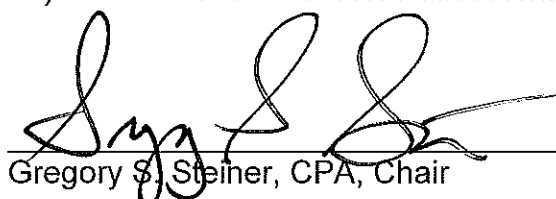
MSP: To adopt the 2016 Board Meeting Calendar.

- D) Oversight Report on the AICPA National Peer Review Committee (NPRC) - Discussed.
- E) NASBA Letter – Fraudulent Activities by Universities and Accrediting Bodies – Discussed.
- F) Peer Review Report – MN Legislative Auditor - Discussed.
- G) Fraud Prevention Training (FYI Only)
- H) New Licenses Report (FYI Only)
- I) Content for the next Board newsletter was requested.

11) PUBLIC COMMENT

- A) None

12) ADJOURNED: 10:30 a.m. Next meeting is Friday, October 23, 2015.



Gregory S. Steiner, CPA, Chair