

BOARD MEMORANDUM**October 22, 2019**

TO: All Board Members

FROM: Greg Steiner, CPA, Board Chair

SUBJECT: OCTOBER 22, 2019 BOARD MEETING MINUTES
GOLDEN RULE BUILDING, Suite 295 (Second Floor)
8:32 AM

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

- 1) **CALL TO ORDER**
Attendance:
Gregory Steiner, CPA, Board Chair
Sharon Jensen, CPA
Chas McElroy, CPA
Christopher Omdahl, CPA
Lance Radziej, CPA
Charles Selcer, CPA
Godson Sowah, CPA
Scott Van Binsbergen, Public Member
Alan Wilensky, Public Member (Absent)

OTHERS:
Doreen Johnson, Executive Director
Kay Weiss, Assistant Executive Director
Sara Datko, Investigator
Holly Salmela, State Program Administrator
J'Neil Nordin, OAS-I

GUESTS:
Dan Dustin, CPA, Vice President of State Board Relations at NASBA
Geno Fragnito, Minnesota Society of Certified Public Accountants (MNCPA)

- 2) APPROVAL OF THE SEPTEMBER 19, 2019, BOARD MEETING MINUTES
MSP: To approve the September 19, 2019, meeting minutes.
- 3) COMPLAINT COMMITTEE REPORT (Gregory Steiner, CPA, Reporting)
The Complaint Committee requests a closed session to discuss disciplinary matters and petition for waiver requests which include private data.
- A) **MSP: To close session to address enforcement actions under Minnesota Statutes 214 (2018).**
- B) **MSP: To reopen the meeting.** The Board issued the following Orders:
1. In the Matter of Brett James Crowe, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 2. In the Matter of Dennis F. Bacon, CPA, the Board issued a Stipulation and Consent Order.
 3. In the Matter of Kathleen Elizabeth Gaustad, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 4. In the Matter of Peter J. Goepfrich, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 5. In the Matter of Ann Prescott-Williams, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 6. In the Matter of Donald Joseph Raml, the Board issued a Stipulation and Consent Order and Order to Reinstate.
- MP: To approve and adopt committee report.**
- 4) EXECUTIVE COMMITTEE REPORT (Gregory Steiner, CPA, Reporting)
- A) NASBA 2020 Executive Director and Legal Counsel Conferences, March 16-18, 2020 in Clearwater Beach, FL. Authorization of attendance requested. Estimated cost per attendee based on 2019 expense: \$3100.00
MSP: To authorize the attendance of the Executive Director and Legal Counsel.
- B) Report on October 22, 2019 meeting – discussed.
MP: To accept the report.
- 5) EXECUTIVE DIRECTOR’S REPORT (Doreen Johnson, Executive Director)
- A) Budget and Revenue reports - discussed.
- B) Staffing: Sara Datko, Investigator accepted a new position. Last day November 1, 2019 – discussed.
MP: To accept the report.

- 6) EXAMINATION & CREDENTIALING COMMITTEE MEETING REPORT
(Godson Sowah, CPA, Committee Chair)
- A) Approved the applications of four Minnesota candidates and two transfer candidates.
- MP: To approve and adopt Committee recommendations.**
- 7) FIRM CREDENTIALING COMMITTEE REPORT (Christopher Omdahl, CPA, Reporting)
- A) Approved two Minnesota firm permits.
 - B) Approved one foreign firm permit.
 - C) Approved one firm name change.
 - D) Approved 21 peer review reports and one cycle change.
- MP: To approve and adopt Committee recommendations.**
- 8) CONTINUING PROFESSIONAL EDUCATION COMMITTEE REPORT
(Lance Radziej, CPA, Committee Chair)
- A) No meeting.
- 9) UNFINISHED BUSINESS
- A) Strategic planning – discussed.
- 10) NEW BUSINESS
- A) NASBA update by Dan Dustin, CPA. (**ATTACH. 10A**– distributed at meeting)
 - B) Exception requests:
 - (1) Applicant A **MSP: To approve.**
 - (2) Applicant B **MSP: To approve.**
 - (3) Applicant C **MSP: To approve.**
 - (4) Applicant D **MSP: To approve.**
 - C) Applicant inquiries (D. Johnson) – discussed.
 - D) DRAFT 2020 Board meeting calendar for approval.
MSP: Approve revised calendar.
 - E) Board elections and Committee interest questionnaire.
 - F) Interagency agreement between the Board of Accountancy and the Department of Human Services – discussed.
 - G) Renewals update (K. Weiss) – discussed.
 - H) New Licenses Report.
MSP: To approve new licenses report.
 - I) 2019 Q3 Exam statistics from NASBA – discussed.
 - J) Minnesota Board of Psychology, Court of Appeals opinion. (FYI only)
 - K) Proposed Continuous Testing Rule Package. (S. Datko) – discussed.

L) Internal Revenue Service Office of Professional Responsibility relationship
(S. Datko) – discussed.

11) PUBLIC COMMENT
(None)

12) ADJOURNED: 10:29 a.m.

Next Meeting: Thursday, December 5, 2019 at 8:30 a.m.



Charles Selcer, CPA, Secretary/Treasurer

EXECUTIVE COMMITTEE**October 22, 2019**

TO: Gregory S. Steiner, CPA, Board Chair
Sharon Jensen, CPA
Charles Selcer, CPA, Secretary/Treasurer

FROM: Greg Steiner, CPA, Board Chair

**SUBJECT: OCTOBER 22, 2019, EXECUTIVE COMMITTEE MEETING
MINUTES
GOLDEN RULE BUILDING, Suite 125
7:30 AM**

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

Others Attending:

Doreen Johnson, Executive Director

- 1) APPROVAL OF THE SEPTEMBER 19, 2019, COMMITTEE MEETING MINUTES
MSP: To approve.
- 2) UNFINISHED BUSINESS
 - A) Internal Controls
 1. Cyber Security training held October 8, 2019 – discussed.
 2. Certification feedback from the Minnesota Management and Budget Internal Controls and Accountability Unit – discussed.
 - B) Open appointments – discussed.
- 3) NEW BUSINESS
 - A) Training: Sara Datko completed the CLEAR Executive Leadership Program for Regulators – discussed.
 - B) NASBA 2020 Executive Director and Legal Counsel Conferences, March 16-18, 2020 in Clearwater Beach, FL. Authorization of attendance requested. Estimated cost per attendee based on 2019 expense: \$3100.00.
MSP: To authorize the attendance of the Executive Director and Legal Counsel.

4) Adjourn



EXAMINATION AND CREDENTIALING COMMITTEE

October 22, 2019

TO: Godson Sowah, CPA, Chair
Sharon Jensen, CPA
Gregory S. Steiner, CPA

FROM: Godson Sowah, CPA, Committee Chair

SUBJECT: OCTOBER 22, 2019 COMMITTEE MEETING MINUTES
GOLDEN RULE BUILDING, Suite 125
8:00 AM

The Examination and Credentialing Committee held its regularly scheduled meeting on the above-mentioned date, time and location.

- 1) QUORUM CALL
- 2) APPROVAL OF THE September 19, 2019, COMMITTEE MEETING MINUTES
- 3) CPA and RAP Application Files
 - A) Minnesota Applicants (4)
Lindsey Rose McAulay
Tyler Jay McCollum
Jack Andrew McGraw
John Dennis Spanier
MSP: To Approve
 - B) Transfer Applicants (2)
Addison Jean Hollinshead
Tony John Kallevig
MSP: To Approve
- 4) Adjourn