

THE VIRGINIA BOARD OF ACCOUNTANCY

The Virginia Board of Accountancy (VBOA) met on Friday, October 24, 2008 in Board Room 1 of the Perimeter Center, 9960 Mayland Drive, Richmond, Virginia 23233.

CALL TO ORDER: Chairman Calderone called the meeting to order at 10:07 a.m.

MEMBERS PRESENT: Dian T. Calderone, MTX, CPA, Chairman
O. Whitfield Broome, Ph.D., CPA Vice Chairman
Lawrence D. Samuel, CPA, Immediate Past Chairman
Stephen D. Holton, CPA
Tyrone E. Dickerson, CPA

MEMBERS ABSENT: William E. Hunt, CPA
Regina P. Brayboy, MPA

STAFF PRESENT: Katherine Idrissi, Special Assistant
Jean Grant, Enforcement Manager/Investigator
Dreana L. Gilliam, Board Administrator
Mike Rogers, Finance and Administration Analyst

STAFF ABSENT: Nancy T. Feldman, Executive Director/Agency Head

OTHERS PRESENT: Cynthia H. Norwood, Assistant Attorney General
Emily Walker, Government Affairs Director, Virginia Society of
Certified Public Accountants
Rebecca McCoy, CPA, Chair Elect, Virginia Society of
Certified Public Accountants
Stephanie Peters, CAE, President and CEO, Virginia Society of
Certified Public Accountants

EMERGENCY EVACUATION PROCEDURES

Katherine Idrissi provided the emergency evacuation procedures.

DETERMINATION OF QUORUM

Chairman Calderone determined that a quorum was present.

APPROVAL OF AGENDA

Upon a motion by Mr. Samuel and duly seconded, the members voted unanimously to approve the October 24, 2008 agenda as amended by Chairman Calderone.

PUBLIC COMMENT

Members of the public were in attendance but did not address the VBOA during the public comment period.

PRESIDENT'S OVERVIEW

Chairman Calderone opened the meeting and turned it over to Cynthia Norwood, Assistant Attorney General.

LEGAL REPORT

Ms. Norwood led the discussion regarding the importance of not violating the conflict of interest under Virginia law. Ms. Norwood provided a handout and asked all members to review for discussion prior to the next board meeting. Ms. Norwood informed members they are protected by the Board of Risk Management when performing duties under their scope of authority. However, if they were to perform duties outside their scope of authority they would not be protected. Further discussion of Conflicts of Interest under Virginia Law will take place during the December 17, 2008 board meeting.

EDUCATION/ETHICS REPORT

Dr. Broome presented the Education/Ethics Report on behalf of Mr. Hunt. Dr. Broome recommended that the members accept the outline as developed. The title of the course will return to Ethics CPE from the suggested Regulatory CPE. Mr. Hunt and the Ad Hoc Committee will address the needs of regulants keeping abreast of Virginia regulations and ethics during a separate meeting, date to be determined. Future meetings of the Committee will also include discussions regarding development of a NASBA level ethics course. The members agreed to postpone the registration of ethics CPE sponsors to a later date because it would require a change in regulation.

Emily Walker, Government Affairs Director, Virginia Society of CPAs requests that the 2009 Ethics Outline is posted as soon as possible.

Upon a motion by Dr. Broome and duly seconded, the members voted unanimously to approve the 2009 Ethics CPE Outline.

Dr. Broome also led the discussion regarding graduate studies as a part of the education required for CPA licensure. The members received a handout based on the previously suggested revisions. Upon a motion by Mr. Holton and duly seconded, the members voted unanimously to post the board recommendation for graduate study.

REGULATORY REVIEW

Pam Kamalakkannan led the discussion regarding the fee increase. Following a discussion, it was determined that additional information was necessary to determine a definitive response. The members agreed to defer discussion to the December 17, 2008 board meeting. Ms. Kamalakkannan will assist Mike Rogers in completion of an updated report and the members will receive the requested reports four weeks prior to the next scheduled meeting.

BOARD REPORTS

Mike Rogers led the discussion regarding the Monthly Financial Reports. Following a discussion and review of the Cash Flow Projections Report and the FY2009 Financial Report the members requested that Mr. Rogers re-forecast to include additional information for presentation at the December 17, 2008 board meeting.

Ms. Grant provided the transition of administrative services update. The transition is complete as of October 24, 2008 however; it has been identified that some systems require access which was not previously given. Requests are being made to ensure accessibility to all necessary systems.

Ms. Idrissi led the discussion regarding website and telephone issues. VITA has resolved the www.boa.state.va.us issue, the link now reflects "page not found." VOIP issues have also been resolved, it was determined that there was a previously undiagnosed problem with the 2nd line of the main board office number.

Ms. Idrissi also led the discussion regarding the VITA asset management reconciliation. Initial physical inventories did not include all board items. Upon completion of an additional physical inventory VITA indicated the board had doubled its inventory. Although the board purchased laptops there was not an increase in inventory. Desktops will be returned to VITA upon completion of the SA transformation (estimated date of completion – 11/30/08). Mr. Rogers will follow-up regarding the decrease in billing once the equipment has been returned.

LEGISLATIVE/REGULATORY

Mr. Holton led the discussion regarding proposed revisions to the new regulations. Following a discussion of the most recent changes reviewed by board legal counsel the members made the following motion.

Upon a motion by Mr. Holton and duly seconded, the members voted unanimously to accept the proposed regulations for submission.

BEGIN CLOSED MEETING

Upon a motion by Mr. Holton, and seconded by Mr. Samuel, the members approved by unanimous vote that the meeting be recessed and the VBOA immediately reconvene in closed meeting for the purpose of discussing personnel matters within the jurisdiction of the VBOA as permitted by § 2.2-3711.A.1 of the *Code of Virginia*. The following non-member was in attendance to reasonably aid the consideration of the topic: James W. Hopper, Senior Assistant Attorney General and Chief, Office of the Attorney General. The members voting “**AYE**” were Mr. Samuel, Mr. Holton, Mr. Dickerson, Dr. Broome, and Ms. Calderone.

END CLOSED MEETING

Upon a motion by Dr. Broome, and seconded by Mr. Holton, the VBOA approved by unanimous vote that the closed meeting, as authorized by § 2.2-3712.A of the *Code of Virginia*, be adjourned and that the VBOA immediately reconvene in open public meeting. The members voting “**AYE**” were Mr. Samuel, Mr. Holton, Mr. Dickerson, Dr. Broome, and Ms. Calderone.

Upon a motion a motion by Dr. Broome, and seconded by Mr. Samuel, the VBOA made the following certification:

WHEREAS, the VBOA has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and WHEREAS, § 2.2-3712.A of the *Code of Virginia* requires a certification by this VBOA that such closed meeting was conducted in conformity with Virginia law; NOW THEREFORE, BE IT RESOLVED that the VBOA hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the VBOA.

CALL FOR VOTE:

Dian T. Calderone, MTX, CPA – Aye
O. Whitfield Broome, Ph.D, CPA – Aye
Lawrence D. Samuel, CPA – Aye
Tyrone E. Dickerson, CPA – Aye
Stephen D. Holton, CPA – Aye
Regina P. Brayboy, MPA – Not Present/No Vote
William E. Hunt, CPA – Not Present/No Vote

VOTE

AYES: Five (5)
NAYS: None
ABSENT DURING VOTE: None.
ABSENT DURING MEETING: Mr. Hunt, Ms. Brayboy

Chairman Calderone reported no action taken as a result of the closed meeting.

FUTURE MEETING DATES

November 7, 2008 – 1:30p.m.

CONFLICT OF INTEREST FORMS/TRAVEL EXPENSE VOUCHERS

Chairman Calderone asked the members to complete and sign their conflict of interest forms and complete and sign their travel expense vouchers.

ADJOURNMENT

There being no further business a motion duly made and seconded, the meeting adjourned at 2:24p.m.

APPROVED:

Dian T. Calderone, MTX, CPA, Chairman

COPY TESTE:

Nancy Taylor Feldman, Executive Director/Agency Head