



**Virtual Ethics Committee Meeting
August 16, 2022**

The Virginia Board of Accountancy Ethics Committee met virtually on Tuesday, August 16, 2022.

The following committee members were present:

Beth A. Berk, CPA
Matthew Miller, CPA
John J. Renner, CPA
Roy D. Peters, CPA

The following committee members were present for a portion of the meeting.

Douglas E. Ziegenfuss, CPA

The Board member present was:

William R. Brown, CPA

The VBOA staff members present were:

Nancy Glynn, CPA, Executive Director
Kelli Anderson, Communications Manager
Elaina Johnson, IT Specialist

Public member present:

Linda Newsom-McCurdy, Senior Director, Learning, Virginia Society of Certified Public Accountants

WELCOME AND INTRODUCTIONS

Mr. Brown welcomed the members of the committee, staff and the public.

Public comment period

There was no public comment.

Review and approval of agenda

Upon a motion by Ms. Berk, and duly seconded, the members voted unanimously to approve the August 16, 2022, agenda, as presented.

Update on auditing courses as the Ethics Committee

Committee members discussed 2022 approved ethics courses they had already taken. Ms. Berk provided a memo and detailed review of her experience with 2022 courses. The committee discussed if the content can be repeated in the courses year after year, what supplemental materials are provided by the vendors and technical capability guidelines in place when displaying the VBOA Segment video. Discussion ensued among committee members and staff.

Ms. Anderson explained the approval process for potential ethics course providers and an update on how many courses had been approved thus far in 2022.

2022 VBOA Segment – Topic suggestions and open discussion

Use of the CPA title

Ms. Glynn suggested the 2023 video include examples of recent enforcement cases and penalties that occurred with misuse of the CPA title. The committee agreed and discussion ensued.

Mobility/Reciprocity

Ms. Glynn discussed the confusion surrounding mobility and reciprocity regarding living and working in different states, especially with remote work being more prevalent. The biggest emphasis in the video will include CPAs taking on the responsibility of understanding the regulations and guidelines for all the states where they hold a license. Mobility and reciprocity differ from state to state.

Firm license dos and don'ts

(Mr. Ziegenfuss joined the meeting)

The 2023 video should include specific guidelines when a firm license is needed based on the services the firm provides.

Preparing financial statements (engagement letters)

This topic will include firms who prepare financial statements vs. bookkeeping. Ms. Glynn discussed how the two can be unclear and how engagement letters can be used to clear up the misconceptions. This section and information will work together with the firm license dos and don'ts section.

Next steps/other items

VBOA Segment topics approved by Board member: August 29

Ms. Glynn invited members to share any other topics they would like included in the VBOA Segment. All topics would be presented to the Board during the next Board meeting on August 29.

Draft script to video producer

Ms. Anderson will draft the script for the 2023 VBOA Segment and work with a video producer to create the video.

Video draft to Ethics Committee: late September

The goal of the video draft for the 2023 VBOA Segment's timeline will be presented to committee members is late September.

ADJOURNMENT

Mr. Brown thanked committee members for their time and service.

Mr. Brown adjourned the meeting at 11:30 a.m.