

**VIRGINIA BOARD OF ACCOUNTANCY**  
**Enforcement Committee Meeting Minutes**  
**April 28, 2017**

The Virginia Board of Accountancy's Enforcement Committee met on Friday, April 28, 2017, at 9960 Mayland Drive, Perimeter Center Building, in the Commonwealth Conference Center's Board Room 3, located in Henrico, Virginia 23233.

The following members of the Committee were present:

Stephanie S. Saunders, CPA, Board Member, Presiding Officer  
Susan Quaintance Ferguson, CPA, Board Member

The following staff members were in attendance:

Rebekah E. Allen, Enforcement Director  
Laurie E. Burton, Investigator

The meeting convened at 9:00 A.M.

The Enforcement Committee called to order the meeting with respect to Agenda Item A. No public comment was received with respect to Agenda Item B. With respect to Agenda Item C through D, the Presiding Officer and Committee member reviewed the Informal Fact-Finding case referenced herein as files 2016-0049U and 2016-0044U.

Upon completion of the Informal Fact-Finding cases, the Presiding Officer, with respect to Agenda Item E, review of open cases, suggested that the Committee go immediately into closed session.

Upon a motion by Ms. Saunders, and seconded by Ms. Ferguson, the Committee approved by unanimous vote that the meeting be recessed and that the Committee immediately reconvene in closed session for the purpose of consultation on Committee matters within the jurisdiction of the Board as permitted by Code of Virginia § 2.2-3711(A)(28).

The non-members in attendance to reasonably aid in the consideration of the topic were:

Rebekah E. Allen, Enforcement Director  
Laurie E. Burton, Investigator

The members voting "AYE" were Ms. Saunders and Ms. Ferguson. This motion was made with respect to the matter identified as Agenda Item E, the review of open cases.

Upon a motion by Ms. Saunders, and seconded by Ms. Ferguson, the Committee approved by unanimous vote that the closed meeting, as authorized by Code of Virginia § 2.2-3711(A)(28), be adjourned, and that the Committee immediately reconvene in open public meeting. The members voting "AYE" were Ms. Saunders and Ms. Ferguson.

Upon a motion by Ms. Saunders, and seconded by Ms. Ferguson, the Committee made the following certification:

WHEREAS, the Board of Accountancy's Enforcement Committee has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act (FOIA); and,

WHEREAS, Code of Virginia § 2.2-3712 requires a certification by this Board of Accountancy that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Accountancy's Enforcement Committee 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 Board of Accountancy.

ROLL CALL VOTE: Stephanie S. Saunders, CPA, Board Member - Aye and Susan Quaintance Ferguson, CPA, Board Member - Aye

VOTE:

AYES: Two (2)

NAYS: None.

Upon a motion by Ms. Saunders, and seconded by Ms. Ferguson, the Committee voted to take action, as follows:

File Nos. 2016-0049U will be offered a Consent Order.

File No. 2016-0044U will continued pending receipt of additional information from the Respondent's IT staff.

The meeting was adjourned at 11:35 A.M.

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Stephanie S. Saunders, CPA, Board Member  
Presiding Officer