

Monday, August 29, 2022

Board Meeting Agenda

Board Room #4
2nd Floor Conference Center
9960 Mayland Drive
Henrico, VA 23233

Individuals submitting comments remotely
may do so at meet.google.com/fmw-pabd-bah
or dial in (US) +1 314-474-3441 PIN: 419 776 650#

- 10 a.m. Call to Order – **Laurie A. Warwick, CPA, Chair**
Security Briefing – **Nicole Reynolds, Licensing and Operations Support**
Determination of Quorum – approval of remote participation
Approval of August 29, 2022, Agenda
Approval of July 11, 2022, Board meeting minutes
- 10:15 a.m. Closed Session (Enforcement)
 - Legal advice – § 2.2-3711(8)Enforcement Agenda – Matthew Ross, Enforcement Director
 - 2022-0376 Consent Order (Cotton)
 - 2021-0026 Consent Order (Brown)
- 10:45 a.m. Public comment period*
Enforcement Agenda – Matthew Ross, Enforcement Director
Cases denoted '+' involved IFF
 - 2021-0006 Consent Order (Lewis)
 - 2020-065-025U Board Order (Moyers, Mullen) †
- 11 a.m. Thentia presentation – database technology system
- 12 p.m. NASBA and AICPA Committee Updates – **Laurie A. Warwick, CPA, Chair**
- 12:30 p.m. Adjourn for lunch
- 1 p.m. Executive Director's Report – **Nancy Glynn, CPA, Executive Director**
 - General updates
 - Financial and Board Report update – **Renai Reinholtz, Deputy Director**
 - Enforcement update – **Matthew Ross, Enforcement Director**
 - Policy update – **Vasa Clarke, Information and Policy Advisor**
- 1:30 p.m. Board Discussion Topics – **Laurie A. Warwick, CPA, Chair**
 - VBOA-approved ethics course: VBOA Segment 2023 topics – **William Brown, CPA**
 - Use of the CPA Title

- Mobility/reciprocity
- Firm license Dos and Don'ts
- Preparing financial statements (focus on engagement letters)
- AICPA Exposure Draft, Maintaining the Relevance of the Uniform CPA Exam – **Nadia Rogers, CPA**
- Revised Policy #9 Inactive Status Procedure for Approval/Denial/Appeal – **Wendy Lewis, CPA**
- S.M.A.R.T. Goals 2023 update – **Nancy Glynn, CPA, Executive Director**
 - Education Accreditation: **August 2022 – Nadia Rogers, CPA**
 - Proposed VBOA Policy #11: Guidelines for Accreditation of Educational Institutions
 - Peer Review Enforcement: **November 2022**
 - Education for Exam: **Draft January 2023 – Final February 2023 – Communications April 2023**
 - Education for Licensure: May 2022 – **Now January 2023**
 - AICPA Exposure Draft released July 2022 for comments
 - Determine the impact of the Blueprint on VBOA regulations, VBOA Policy, and the VBOA Education Handbook
 - Cash forecasting and fee structure – **June 2023**
 - Licensing System – **August 2022 proposal**
 - Enforcement: Tracking cases – **October 2022**
 - Enforcement: Use of Title – **Draft October 2022 – Final November 2022**
 - Enforcement: CPE review – **Draft November 2022 – Final January 2023**

2 p.m. Additional Items for Discussion - **Laurie A. Warwick, CPA, Chair**

- Sign Conflict of Interest forms
- Sign Travel Expense vouchers
- Future meeting dates
 - October 20, 2022
 - November 30, 2022 (tentative) (Hampton University)
 - January 11, 2023 (tentative)
 - March 15, 2023 (tentative)

3 p.m. Adjournment

***Five-minute public comment, per person, on those items not included on the agenda.**

Persons desiring to attend the meeting and requiring special accommodations/interpretive services should contact the VBOA office at (804) 367-8505 at least five days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The VBOA fully complies with the Americans with Disabilities Act.



**Board Meeting
July 11, 2022
Draft/Unapproved minutes**

The Virginia Board of Accountancy met on Monday, July 11, 2022, in Board Room #2 of the Perimeter Center, 9960 Mayland Drive, Henrico, VA 23233.

MEMBERS PRESENT: Laurie A. Warwick, CPA, Chair
D. Brian Carson, CPA, CGMA
Nadia A. Rogers, CPA
William R. Brown, CPA
Wendy P. Lewis, CPA, Vice Chair
Dale G. Mullen
David Cotton, CPA, CFE, CGFM

LEGAL COUNSEL: James Flaherty, Assistant Attorney General,
Office of the Attorney General

STAFF PRESENT: Nancy Glynn, CPA, Executive Director
Renai Reinholtz, Deputy Director
Kelli Anderson, Communications Manager
Nicole Reynolds, Licensing and Operations Support
Elaina Johnson, IT Specialist
Matthew Ross, Enforcement Director
Vasa Clarke, Information and Policy Advisor

MEMBERS OF THE PUBLIC PRESENT: Emily Walker, CAE, Vice President, Advocacy, Virginia Society of Certified Public Accountants
DeAnn Compton, CPA, Audit Director, Auditor of Public Accounts
Sydney Rampey, CPA, Senior Auditor, Auditor of Public Accounts
Barclay Bradshaw, CPA, HHJ
Mark Lyons, LCI Holdings Construction

MEMBERS OF THE PUBLIC APPEARING VIRTUALLY: John Wall
Joseph D'Amato
Yali Huang
Mary Linton

**Board Meeting
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CALL TO ORDER

Ms. Warwick called the meeting to order at 10 a.m.

Ms. Warwick welcomed David Cotton, CPA, to the meeting and offered her congratulations for his appointment to the Board. Introductions were made by the rest of the Board.

SECURITY BRIEFING

Ms. Reynolds provided the emergency evacuation procedures.

DETERMINATION OF QUORUM

Ms. Warwick determined there was a quorum present.

APPROVAL OF AGENDA

Upon a motion by Ms. Warwick and duly seconded, the members voted unanimously to approve the July 11, 2022, agenda, as amended. The members voting “AYE” were Ms. Warwick, Ms. Lewis, Mr. Brown, Mr. Mullen, Mr. Carson, Ms. Rogers and Mr. Cotton.

APPROVAL OF MINUTES

Upon a motion by Ms. Rogers and duly seconded, the members voted unanimously to approve the May 25, 2022 Board meeting minutes, as amended. The members voting “AYE” were Ms. Warwick, Ms. Lewis, Mr. Brown, Mr. Mullen, Mr. Carson, Ms. Rogers and Mr. Cotton.

PUBLIC COMMENT PERIOD – Non-Enforcement

There were no comments at this time.

**APA – FY2021 Audit Exit – De Ann Compton, CPA, Audit Director, Auditor of Public Accounts
Audit Exit**

Ms. Compton reported to the Board the completion of the APA audit and the issuance of an unmodified opinion on the VBOA FY2021 financial statements. She mentioned the audit went smoothly with wonderful cooperation on the part of VBOA staff.

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Ms. Compton fielded questions from the Board regarding the VBOA' Code of Virginia requirement to receive an annual audit. Ms. Compton noted that most executive agencies are not required to receive an annual financial statement audit. .. Discussion ensued regarding other types of audits performed by the APA. Ms. Warwick suggested that the subject be moved to a future meeting for discussion.

**PROC appointment of a new member, Samuel Johnson, CPA – Nadia Rogers, CPA
Peer Review Oversight Committee**

Ms. Rogers informed the Board regarding the considerable professional experience of Samuel Johnson, CPA, and proposed the appointment of Mr. Johnson as a new member of the Peer Review Oversight Committee.

Upon a motion by Mr. Carson and duly seconded, the members voted unanimously to approve the appointment of Mr. Johnson to the committee.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Aye
D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Seven (7)
Abstain: None (0)
Nays: None (0)

Ms. Warwick proposed a Memorandum of Agreement for Barclay Bradshaw and Susan Ferguson to serve as a Reviewer and Presiding Officer for Enforcement matters.

Upon a motion by Mr. Carson and duly seconded, the members voted unanimously to approve the engagement.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Aye

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D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Seven (7)
Abstain: None (0)
Nays: None (0)

NASBA and AICPA COMMITTEE UPDATES

NASBA Education Committee

Ms. Rogers advised the Board that the NASBA Education Committee met on 6/22/22. They discussed and approved the recommendations of the Education Research Grant Task Force. The Education Committee also presented at the Eastern Regional Meeting and the highlights of the presentation were discussed.

The AICPA Board of Examiners met on 6/21/22 at which time comments were provided by BOE members and the blueprint to be released for public comment was approved. Ms. Rogers informed the Board that comments will be accepted through September 30, 2022 and asked if the VBOA would like to submit comments.

PUBLIC COMMENT PERIOD – Enforcement

Mr. Lyons from LCI Holdings addressed the Board regarding their complaint, case #formerly filed and currently closed with VBOA. Mr. Ross discussed the context of the case.

Mr. Wall addressed the Board regarding his case #2021-006-003U.

The following actions were taken during open session:

Case #2022-0239

Mr. Ross discussed the aspects of the case.

Upon a motion by Ms. Rogers and duly seconded, the members voted to approve the Consent Order as written.

CALL FOR VOTE:

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Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Aye
D. Brian Carson, CPA, CGMA – Abstain
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Six (6)
Abstain: One (1)
Nays: None (0)

Case #2022-0154

Mr. Ross discussed the aspects of the case.

Upon a motion by Mr. Carson and duly seconded, the members voted to approve the Consent Order as written.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Aye
D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Abstain
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Six (6)
Abstain: One (1)
Nays: None (0)

Ms. Huang was given opportunity to speak regarding her case #2022-0030 and she addressed the Board.

Mr. Ross made a recommendation concerning a case.

**Board Meeting
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Case #2022-0030

Mr. Ross discussed the aspects of the case.

Upon a motion by Ms. Lewis and duly seconded, the members voted to approve the Advisory Letter as written.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye

Wendy P. Lewis, CPA – Aye

Dale G. Mullen – Aye

William R. Brown, CPA – Aye

D. Brian Carson, CPA, CGMA – Aye

Nadia A. Rogers, CPA – Abstain

David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Six (6)

Abstain: One (1)

Nays: None (0)

Ms. Linton was given opportunity to speak and she addressed the Board.

Case #2021-013-008U

Mr. Ross discussed the aspects of the case.

Upon a motion by Mr. Brown and duly seconded, the members voted to approve the Board Order as written.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye

Wendy P. Lewis, CPA – Aye

Dale G. Mullen – Aye

William R. Brown, CPA – Aye

D. Brian Carson, CPA, CGMA – Abstain

Nadia A. Rogers, CPA – Aye

David Cotton, CPA, CFE, CGFM – Aye

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VOTE:

Ayes: Six (6)

Abstain: One (1)

Nays: None (0)

Case #2022-0001

Mr. Ross discussed the aspects of the case.

Upon a motion by Mr. Brown and duly seconded, the members voted unanimously to approve the Board Order as written.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye

Wendy P. Lewis, CPA – Aye

Dale G. Mullen – Aye

William R. Brown, CPA – Aye

D. Brian Carson, CPA, CGMA – Aye

Nadia A. Rogers, CPA – Aye

David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Seven (7)

Abstain: None (0)

Nays: None (0)

Case #2022-0011

Mr. Ross discussed the aspects of the case.

Upon a motion by Mr. Carson and duly seconded, the members voted unanimously to approve the Board Order as written.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye

Wendy P. Lewis, CPA – Aye

Dale G. Mullen – Aye

William R. Brown, CPA – Aye

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D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Seven (7)
Abstain: None (0)
Nays: None (0)

EXECUTIVE DIRECTOR’S REPORT

General updates

- Ms. Glynn informed the Board regarding the results of the recent license renewal period.
- Ms. Glynn noted that the VBOA newsletter is forthcoming. She welcomed contributions from the Board.
- Ms. Glynn noted that the ALD files will soon be updated by NASBA.
- Ms. Glynn advised that VBOA is working with DPOR to prepare for an RFP for a new licensing system.
- Ms. Glynn introduced Hunter Schmidt as a new investigator with the Enforcement Division.
- Ms. Glynn indicated that, with the passing of the new budget bill, there are two additional FTE positions allocated for the agency.

Financial and Board Report update – FY2023 Proposed budget

Ms. Reinholtz presented the FY2023 proposed budget and fielded questions regarding the Financial and Board Report.

Upon a motion by Mr. Brown and duly seconded, the members voted unanimously to approve the FY2023 Proposed budget.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Aye
D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye

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VOTE:

Ayes: Seven (7)

Abstain: None (0)

Nays: None (0)

Enforcement update

Mr. Ross provided handouts and reported on the progress of the Enforcement Division. He fielded questions from the Board. Ms. Warwick commended the Enforcement Division on making great progress.

Policy Updates – Vasa Clarke, Information and Policy Advisor

Mr. Clarke informed the Board regarding recent updates to the Freedom of Information Act; these changes did not directly affect VBOA. He noted that, as an agency with the power to affect professional licenses, VBOA cannot conduct a totally remote meeting under FOIA.

Mr. Clarke discussed Executive Order 19 and the newly established Office of Regulatory Management led by Andrew Wheeler. He advised the agency will help other agencies review their regulations in order to reduce overall regulation by 25%.

Ms. Glynn and Mr. Mullen commented regarding VBOA regulations. It was agreed that the formation of the new agency is a good opportunity for VBOA to examine current regulations. Mr. Mullen agreed to assist with the review.

S.M.A.R.T. Goals update - Nancy Glynn, CPA

Peer Review Enforcement: December 2022

Education Accreditation: May 2022 – August 2022

Ms. Rogers led the discussion and noted that any changes to education accreditation will require a change to the statutes.

Ms. Rogers indicated that a taskforce should be developed in order to update VBOA policies and discussion ensued regarding the current accreditation organizations.

Ms. Rogers will have a draft of the Board's proposed changes ready for the next meeting.

It was announced that Mr. Cotton has been assigned to this goal.

Education for Exam: Draft August 2022-Final February 2023-Communications April 2023

Education for Licensure: May 2022 – Now September 2022

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The Education blueprint exposure draft was released July 6, 2022. Comments need to be submitted by Sept. 30, 2022. Once the blueprint it finalized recommendations for the VBOA education handbook will be presented to the board in February 2023.

Cash forecasting and fee structure - June 2023

Mr. Mullen apprised the Board of the update to rename the goal Cash Forecasting.

Licensing System - August 2022 proposal

Ms. Glynn led the discussion. Discussion ensued. Mr. Cotton was assigned to this goal and will partner with Mr. Carson. Mr. Carson requested that any new information be sent to Mr. Cotton and to him.

Enforcement: Tracking cases September 2022

Enforcement: Use of CPA Title - Draft October 2022 – Final November 2022

Ms. Glynn opened the discussion and suggested that perhaps there should be a change to the schedule. It was noted that Mr. Carson and Mr. Cotton are assigned this goal.

Enforcement: CPE review - Draft November 2022 – Final December 2022

Mr. Ross advised the Board that both the new and old software can track Enforcement metrics. Ms. Glynn asked the Board's opinion on whether all milestones or only key milestones will be tracked in the new system.

Ms. Glynn requested that Mr. Ross create a repository file of information for the Board's reference. The Board will access the information through the resource tool BOX.

ADDITIONAL ITEMS FOR DISCUSSION

- Sign Conflict of Interest forms.
- Sign Travel Expense vouchers

FUTURE MEETING DATES

- August 17, 2022 (tentative) - This date will be changed to August 29, 2022.
 - October 20, 2022 (tentative) - This date was confirmed.
 - November 30, 2022 (still tentative) (University)
-

**Board Meeting
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January 11, 2023 (tentative)
March 15, 2023 (tentative)

Adjourn for lunch – Bradshaw recognition

Mr. Bradshaw shared his thoughts and gratitude regarding his time of service with the VBOA.

The Board presented Mr. Bradshaw with a certificate of recognition and declared July 11, 2022 a special day of recognition. It will be known as W. Barclay Bradshaw Recognition Day.

Ms. Warwick thanked Mr. Bradshaw for being a mentor and example throughout his term and for his respect and dedication to the profession. Each Board member expressed their thanks for Mr. Bradshaw's service and their anticipation of his continued assistance to the Enforcement Division.

Ms. Walker shared appreciation for Mr. Bradshaw's contributions on behalf of the VSCPA.

COIA Training - G. Stewart Petoe, Executive Director, Virginia COI and Ethics Advisory Council

Mr. Petoe led the presentation.

The Board entered into **closed session** under authority of § 2.2-3711(A) (8), consultation with legal counsel regarding specific legal matters.

Begin closed meeting

Upon a motion by Ms. Lewis, and duly seconded, the members approved by unanimous vote the meeting be recessed and the Virginia Board of Accountancy convene a closed meeting under the Virginia Freedom of Information Act to a matter lawfully exempted from open meeting requirements under the 'Legal advice regarding specific legal matters' exemption contained in Virginia Code §2.2-3711 (A)(8).

The following non-members will be in attendance for a portion of the closed meeting to reasonably aid in the consideration of this topic: Nancy Glynn, Matthew Ross and James Flaherty.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye

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Dale G. Mullen – Aye
William R. Brown, CPA – Aye
D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Seven (7)

Nays: None (0)

End closed meeting

Upon a motion by Ms. Lewis, and duly seconded, the Virginia Board of Accountancy 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; and WHEREAS, § 2.2-3712 (D) of the Code of Virginia requires a certification by this Board 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 laws 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:

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Aye
D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Seven (7)

Nays: None (0)

The following actions were taken as a result of the closed session:

Case #2022-0038 Board Order

**Board Meeting
July 11, 2022
Draft/Unapproved minutes**

Ms. Rogers was not present and did not participate in the closed session.

Upon a motion by Ms. Lewis and duly seconded, members voted to accept the Board Order as written.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Aye
D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Abstain
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Six (6)
Abstain: One (1)
Nays: None (0)

Case #2021-0078 Board Order

Ms. Rogers was not present and did not participate in the closed session.

Upon a motion by Ms. Mullen and duly seconded, members voted to accept the Board Order as written.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Abstain
D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Abstain
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Five (5)
Abstain: Two (2)
Nays: None (0)

**Board Meeting
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Draft/Unapproved minutes**

Case #2022-0212

Upon a motion by Mr. Mullen and duly seconded, members voted to approve the Consent Order as written.

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Abstain
D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Six (6)
Abstain: One (1)
Nays: None (0)

Case #2021-006-003U

Upon a motion by Mr. Carson and duly seconded, members voted to accept the Consent Order as written.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye
Wendy P. Lewis, CPA – Aye
Dale G. Mullen – Aye
William R. Brown, CPA – Abstain
D. Brian Carson, CPA, CGMA – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye

VOTE:

Ayes: Six (6)
Abstain: One (1)
Nays: None (0)

**Board Meeting
July 11, 2022
Draft/Unapproved minutes**

ADJOURNMENT

There being no further business before the VBOA, Ms. Warwick adjourned the meeting at 3 p.m.

APPROVED:

Laurie A. Warwick, CPA, Chair

COPY TESTE:

Nancy Glynn, CPA, Executive Director

Financial Report
FY23 Budget vs. Actual Expenses
As of June 30, 2022

		<u>FY23 Operating</u>	<u>FY23 YTD</u>	<u>%</u>	<u>FY22</u>	<u>FY21</u>	<u>FY20</u>
		<u>Budget</u>	<u>Expenditures</u>	<u>Expended</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>
Salaries & Benefits							
1123	Salaries	1,134,760	82,205	7.2%	897,977	844,009	879,646
11XX	Benefits	590,756	31,392	5.3%	354,860	352,058	429,238
Total Salaries & Benefits		\$ 1,725,516	\$ 113,597	6.6%	\$ 1,252,837	\$ 1,196,067	\$ 1,308,884
Contractual Services							
1211	Express Services	850	-	0.0%	655	33	84
1214	Postal Services	17,000	710	4.2%	15,395	14,576	12,011
1215	Printing Services	6,500	-	0.0%	5,766	3,208	6,459
1216	Telecommunications - VITA	12,000	1,012	8.4%	11,449	10,921	9,609
1217	Telecommunications - Nonstate (CallFire)	2,500	-	0.0%	1,200	1,530	2,495
1219	Inbound Freight	300	-	0.0%	135	22	260
1221	Organization Memberships (primarily NASBA)	8,835	-	0.0%	9,279	7,674	8,327
1222	Publication Subscriptions	4,270	-	0.0%	4,357	3,655	3,655
1224	Training - Courses, Workshops, Conferences	9,490	695	7.3%	6,126	763	7,563
1227	Training-Transportation, Lodging, Meals, Incidentals	18,500	1,528	8.3%	4,635	-	9,511
1242	Fiscal Services (Credit Card Merchant Fees)	60,000	10,531	17.6%	45,864	47,123	68,818
1243	Attorney Services	25,000	-	0.0%	16,097	26,217	48,624
1244	Mgmt. Services - NASBA/special accommodations	37,422	-	0.0%	10,387	9,012	28,061
1246	Public Info/Public Relations (subscriptions)	3,500	-	0.0%	2,485	439	4,484
1247	Legal Services (court reporting services)	12,100	-	0.0%	8,363	11,460	2,688
1252	Electrical Repair/Maintenance	-	-	---	-	3,681	-
1253	Equipment Repair/Maintenance	-	-	---	-	-	440
1264	Food and Dietary Services	3,500	-	0.0%	2,352	1,127	2,377
1266	Manual Labor Services (Includes shredding services)	1,100	-	0.0%	200	1,410	1,757
1268	Skilled Services	2,100	-	0.0%	1,650	-	600
1272	VITA - System Hosting, Maintenance, and Admin	248,235	19,095	7.7%	222,006	320,442	135,675
1272	VITA - Shared ISO Audit Services	20,500	-	0.0%	20,425	-	-
1272	VITA - System Implementation	250,000	-	0.0%	-	-	-
1272	VITA - ECOS fees	-	-	---	4,755	-	-
1272	VITA - System Reporting Tool	-	-	---	5,750	-	-
1273	Info Mgmt Design and Development Services (IT Support)	-	-	---	19,450	230,725	108,689
1275	Computer Software Maintenance (website hosting)	7,070	-	0.0%	7,050	7,235	6,435
1278	VITA Information Technology Infrastructure Services (included ECOS)	77,280	4,619	6.0%	52,008	57,838	148,216
1282	Travel - Personal Vehicle	6,500	1,085	16.7%	4,927	962	6,318
1283	Travel - Public Carriers	1,200	-	0.0%	497	-	-
1285	Travel - Subsistence and Lodging	2,500	805	32.2%	1,890	-	1,221
1288	Travel, Meal Reimburse - Not IRS Rpt	2,000	195	9.7%	1,106	-	723
Total Contractual Services		\$ 840,252	\$ 40,274	4.8%	\$ 486,259	\$ 760,054	\$ 625,343
Supplies and Materials							
1312	Office Supplies	2,500	-	0.0%	864	904	1,191
1313	Stationery and Forms	1,800	-	0.0%	404	644	997
1323	Gasoline (Enterprise vehicles)	250	-	0.0%	-	-	87
1335	Packaging and Shipping Supplies	1,200	-	0.0%	369	720	351
1342	Medical & Dental Supplies	50	-	0.0%	-	30	-

	FY23 Operating Budget	FY23 YTD Expenditures	% Expended	FY22 Expenditures	FY21 Expenditures	FY20 Expenditures
<u>Supplies and Materials, continued</u>						
1352 Custodian Repair & Maintenance	-	-	---	-	14	728
1362 Food & Dietary Supplies	550	55	10.1%	126	107	442
1363 Food Service Supplies	50	-	0.0%	236	35	16
1373 Computer Operating Supplies	1,500	-	0.0%	786	1,236	823
Total Supplies & Materials	\$ 7,900	\$ 55	0.7%	\$ 2,785	\$ 3,689	\$ 4,634
<u>Transfer Payments</u>						
1413 Awards & Recognition	350	-	0.0%	623	343	-
1415 Unemployment Compensation	-	-	---	-	216	-
1418 Incentives	350	-	0.0%	-	-	725
Total Transfer Payments	\$ 700	\$ -	0.0%	\$ 623	\$ 559	\$ 725
<u>Continuous Charges</u>						
1512 Automobile Liability Insurance	231	-	0.0%	231	231	231
1516 Property Insurance	1,224	-	0.0%	540	1,224	1,224
1534 Equipment Rentals	13,943	-	0.0%	7,454	8,099	8,133
1539 Building Rentals - Non-State Owned Facilities	100,625	8,330	8.3%	97,997	95,005	95,161
1541 Agency Service Charges (shared services)	59,722	-	0.0%	49,465	52,373	37,675
1551 General Liability Insurance	5,500	-	0.0%	5,328	328	328
1554 Surety Bonds	40	-	0.0%	40	40	40
1555 Worker's Compensation	1,110	-	0.0%	1,110	1,094	1,023
Total Continuous Charges	\$ 182,395	\$ 8,330	4.6%	\$ 162,165	\$ 158,394	\$ 143,815
<u>Equipment</u>						
2216 Network Components	2,500	-	0.0%	1,653	877	1,357
2217 Other Computer Equipment	200	-	0.0%	155	130	97
2218 Computer Software Purchases	500	-	0.0%	418	50	428
2231 Electronic Equipment	6,450	-	0.0%	1,170	-	-
2233 Voice and Data Transmission Equipment	-	-	---	-	969	23
2261 Office Appurtenances (Blinds, Carpet, etc.)	-	-	---	-	-	687
2262 Office Furniture	1,500	-	0.0%	755	-	385
2263 Office Incidentals	-	-	---	63	345	658
2283 Mechanical Equipment	-	-	---	-	-	2,338
2328 Construction, Building Improvements	-	-	---	-	150	44,209
Total Equipment	\$ 11,150	\$ -	0.0%	\$ 4,214	\$ 2,521	\$ 50,182
Total Expenses	\$ 2,767,913	\$ 162,255	5.9%	\$ 1,908,884	\$ 2,121,284	\$ 2,133,583
Chapter 2 Appropriation	\$ 2,767,913					

Virginia Board of Accountancy Cash Balance Report

	Operating Fund		Trust Fund	
	FY2023	FY2022	FY2023	FY2022
	As of 7/31/22	As of 7/31/21	As of 7/31/22	As of 7/31/21
Beginning Cash Balance July 1	\$ 2,556,744	\$ 2,473,711	\$ 3,341,045	\$ 3,157,427
YTD Revenue Collected	82,910	55,134	-	-
Interest earnings*	-	-	-	-
Accounts Payable **	12,034	44	-	-
Cash Transfers In per Board Policy #1	-	-	-	-
Cash Transfers Out per Board Policy #1	-	-	-	-
YTD Expenditures	(162,255)	(159,939)	-	-
Cash Balance	\$ 2,489,434	\$ 2,368,950	\$ 3,341,045	\$ 3,157,427
Required Cash Transfers:				
Transfers to Central Service Agencies ***	\$ (11,983)	\$ (13,366)	-	-
Cash Balance after required transfers	\$ 2,477,451	\$ 2,355,584	\$ 3,341,045	\$ 3,157,427

* Interest Earnings - Per Virginia Acts of Assembly - Chapter 732 - §3-3.03 - Approved April 10, 2016, the State Comptroller shall allocate revenue for interest earnings effective FY2016. Interest Earnings had not been allocated since FY2010.

** Prior to October 1, 2014 and the implementation of the Commonwealth's new financial accounting and reporting system (Cardinal) all payments immediately reduced cash when processed (in CARS). The new Cardinal financial system operates on a modified accrual basis and cash balances are not affected until the voucher's due date. The Cardinal system generates an offsetting entry to a liability account (accounts payable) when the voucher is processed. Once the voucher due date arrives, the payment is made, the liability is relieved and cash is now reduced.

*** Non-general fund Transfers required by Virginia Acts of Assembly Part 3-1.01F for expenses incurred by central service agencies due on or before June 30.

**Virginia Board of Accountancy
MLO Revenue by Fee Type Report**

Fee Type	FY2023 - YTD as of 7/31/22	FY2022 - YTD as of 7/31/21	Fiscal Year Ending 6/30/22	Fiscal Year Ending 6/30/21	Fiscal Year Ending 6/30/20
Exam Application Fee	\$ 9,000	\$ 9,840	\$ 130,560	\$ 149,430	\$ 171,105
Individual License Application Fee	5,100	7,275	70,800	83,100	93,300
Firm License Application Fee	100	300	4,100	4,500	7,300
Re-Exam Application	5,640	6,580	72,080	83,420	80,240
(a) Renewal Fee	1,045	600	1,777,925	1,824,315	1,824,475
Reinstatement Fee	60,750	28,850	98,600	63,150	63,500
Duplicate Wall Certificate Fee	75	50	2,150	1,700	1,800
License Verification Fee	1,450	1,575	21,325	16,625	16,175
CPA Exam Score Transfers	50	200	1,075	1,325	1,750
Administrative Fee	-	44	45	646	-
Bad Check Fee	-	-	50	50	313
Total Revenue	\$ 83,210	\$ 55,314	\$ 2,178,710	\$ 2,228,261	\$ 2,259,958
(b) Net Revenue per Cardinal	\$ 82,910	\$ 55,134	\$ 2,178,830	\$ 2,199,041	\$ 2,220,553
(c) Difference	\$ 300	\$ 180	\$ (120)	\$ 29,220	\$ 39,405

NOTES:

- (a) FY19 Renewal Fee includes pro-rated fees related to the transition to the June 30th single renewal date.
- (b) Net Revenue per Cardinal reported above includes revenue received from regulatory fees.
- (c) Total revenue from MLO will not always match the revenue collected and reported in Cardinal due to timing differences.

**Virginia Board of Accountancy
Financial Report
Accounts Receivable Report**

	FY2023 - YTD as of 7/31/22	FY2022 - YTD as of 7/31/21	Fiscal Year Ending 6/30/22	Fiscal Year Ending 6/30/21	Fiscal Year Ending 6/30/20
Fines levied	\$ 32,250	\$ 5,125	\$ 189,950	\$ 128,042	\$ 107,725
Fines collected	\$ 18,625	\$ 6,714	\$ 157,851	\$ 138,947	\$ 112,760
Outstanding Current fines receivable (< 365 Days)	\$ 63,376	\$ 28,876	\$ 49,751	\$ 29,041	\$ 49,975
Outstanding Written-off receivables (=> 365 Days)	\$ 680,731	\$ 667,918	\$ 680,731	\$ 669,342	\$ 659,313

NOTE:

All accounts uncollected after one year are deemed uncollectible, are written off of the VBOA's financial account records, and are no longer recognized receivables for financial reporting purposes; however, the legal obligation to pay the debt still remains.

**Individual and firm license activity
July 31, 2022**

<i>Fiscal Period</i>	Period ending 7/31/2022	Period ending 7/31/2021	Period ending 6/30/2022	Period ending 6/30/2021	Year ending 6/30/2020
REGULANTS					
Individuals					
Active, licensed CPAs	26,618	26,834	26,482	26,715	26,666
Inactive, licensed CPAs	2,070	2,058	2,053	2,033	1,915
Total Licensed CPAs	28,688	28,892	28,535	28,748	28,581
Out-of-state licensees	9,720	9,629	9,669	9,572	8,935
Reinstatements - Individuals	165	71	257	170	170
New CPA licenses issued	64	88	1,039	1,069	1,241
Expired/voluntarily surrendered licenses	3	2	1,337	119	861
Exam Candidates					
Number of first time exam candidates	83	85	1,118	1,193	1,673
Firms					
Total active, licensed CPA firms	1,111	1,139	1,172	1,125	1,157
Reinstatements - Firms	6	8	18	8	8
New CPA firm licenses issued	2	3	42	38	37
Expired/voluntarily surrendered licenses	0	0	76	12	81

All Enforcement Complaints

All Open Enforcement Complaints



All Open Complaint Types

CPE Deficiency	98
Acts Discreditable	1
Due Professional Care	38
Unlicensed Activity	36
Eligibility	1
174	

Since Last Board Meeting 07/01/2022 – 08/18/2022

Opened Complaints



Closed Complaints



Opened Complaint Types

CPE Deficiency	18
Due Professional Care	9
Unlicensed Activity	34
Act Discreditable	1
62	

Closed Complaint Types

CPE Deficiency	48
Due Professional Care	13
Unlicensed Activity	28
Acts Discreditable	1
90	

Disposition Types

Advisory Letter	26	Board Order	5
Consent Order	43	CPE Compliant	2
No Finding	1	No Violation	7
No Jurisdiction	5	Other	1
90			

CPE Audit Report as of July 31, 2022

	Year Ending 6/30/2022	Year Ending 6/30/2021	Year ending 6/30/2020	Year Ending 6/30/2019	Year Ending 6/30/2018
CPE Audits Selected	570	751	696	1366	1938
CPE Audits Passed	241	596	544	1139	1526
CPE Audits Deficient	36	153	151	227	412
CPE Audits Pending	293	2	1	0	0
CPE Deficiency Rate	13%	20%	22%	17%	21%

Additional Audits Completed Calendar Year

	Reinstatement and Inactive Audits		Self-Report Audits		Enforcement Audits	
	2022	2021	2022	2021	2022	2021
Audits Selected	259	278	208	278	27	21
CPE Audits Passed	143	263	8	39	16	7
CPE Audits Deficient	0	0	3	238	10	13
CPE Audits Pending	116	15	197	1	1	1

CPE Only Enforcement Cases (MLO Only) as of July 31, 2022

Entered	15
Pending Consent Orders	59
IFFs Pending/Scheduled/Complete	38
Pending Board Approval	0
Advisory Letter	0

112

All Enforcement Cases

Complaint #	Type	Status	Date Received	Status Date	Days Open
2020-032-019D	Due Professional Care	IFF Completed	6/11/2020	7/29/2022	798
2022-0046	Due Professional Care	NOAV - Sent	8/3/2020	5/19/2022	745
2020-077-039D	Due Professional Care	Pending PC Review	12/3/2020	6/30/2022	623
2020-072-029D	Due Professional Care	Pending PC Review	12/10/2020	6/30/2022	616
2020-073-030D	Due Professional Care	Pending PC Review	12/21/2020	6/30/2022	605
2020-065-025U	Unlicensed Use	Board Agenda	12/25/2020	8/18/2022	601
2022-0365	Due Professional Care	NOAV - Sent	2/16/2021	6/24/2022	548
2021-0159	Due Professional Care	NOAV - Sent	3/23/2021	5/19/2022	513
2021-018-011U	Unlicensed Use	NOAV - Sent	4/8/2021	6/30/2022	497
2022-0161	Due Professional Care	NOAV - Sent	4/8/2021	5/19/2022	497
2021-014-005D	Due Professional Care	Pending PC Review	4/18/2021	6/30/2022	487
2021-016-010U	Unlicensed Activity	IFF Scheduled	5/5/2021	7/26/2022	470
2021-022-010D	Due Professional Care	IFF Scheduled	6/14/2021	7/26/2022	430
2021-0075	Unlicensed Activity - G	Probable Cause Review	6/14/2021	6/30/2022	430
2021-0083	Unlicensed Activity - G	IFF - Pending	8/20/2021	6/8/2022	363
2021-0086	Due Professional Care	NOAV - Pending	8/25/2021	7/25/2022	358
2021-0006	Unlicensed Activity - O	Board Meeting - Pending	8/27/2021	7/25/2022	356
2021-0089	Unlicensed Activity - G	NOAV - Sent	9/5/2021	5/23/2022	347
2021-0091	Due Professional Care	NOAV - Sent	9/8/2021	6/24/2022	344
2021-0021	Unlicensed Activity - O	IFF - Scheduled	9/14/2021	8/4/2022	338
2021-0019	CPE Deficiency	IFF - Completed	9/14/2021	4/13/2022	338
2021-0026	Due Professional Care	Board Meeting - Pending	9/30/2021	8/9/2022	322
2021-0096	Due Professional Care	Consent Order - Draft	10/6/2021	8/8/2022	316
2021-0097	Due Professional Care	IFF - Pending	10/8/2021	8/4/2022	314
2021-0088	Unlicensed Activity - O	NOAV - Pending	10/18/2021	8/3/2022	304
2021-0106	Due Professional Care	IFF - Pending	10/28/2021	8/8/2022	294
2021-0108	Unlicensed Activity - O	Consent Order - Draft	10/29/2021	8/9/2022	293
2021-0129	Due Professional Care	NOAV - Sent	11/23/2021	7/13/2022	268
2021-0128	Due Professional Care	NOAV - Pending	11/23/2021	5/19/2022	268
2021-0135	Due Professional Care	Probable Cause Review	12/3/2021	8/16/2022	258
2021-0148	CPE Deficiency	Consent Order - Sent	12/10/2021	8/8/2022	251
2021-0145	Unlicensed Activity - O	Entered / Intake	12/10/2021	2/7/2022	251
2021-0156	Due Professional Care	NOAV - Sent	12/22/2021	6/8/2022	239
2022-0008	CPE Deficiency	Consent Order - Sent	1/7/2022	8/16/2022	223
2022-0010	CPE Deficiency	IFF - Completed	1/11/2022	6/14/2022	219
2022-0070	Due Professional Care	IFF - Pending	2/14/2022	8/4/2022	185
2022-0071	Due Professional Care	IFF - Pending	2/15/2022	8/4/2022	184
2022-0084	Unlicensed Activity - G	NOAV - Sent	2/24/2022	5/19/2022	175
2022-0107	Due Professional Care	NOAV - Sent	2/25/2022	5/19/2022	174
2022-0104	CPE Deficiency	IFF - Scheduled	3/8/2022	8/4/2022	163
2022-0128	Unlicensed Activity - G	IFF - Pending	3/15/2022	8/17/2022	156
2022-0176	CPE Deficiency	Consent Order - Sent	4/6/2022	8/16/2022	134
2022-0192	CPE Deficiency	Consent Order - Sent	4/13/2022	8/15/2022	127
2022-0194	CPE Deficiency	IFF - Completed	4/13/2022	7/27/2022	127

2022-0198	CPE Deficiency	IFF - Scheduled	4/14/2022	8/4/2022	126
2022-0195	CPE Deficiency	IFF - Scheduled	4/14/2022	8/4/2022	126
2022-0202	CPE Deficiency	IFF - Completed	4/14/2022	7/27/2022	126
2022-0206	CPE Deficiency	IFF - Completed	4/15/2022	7/27/2022	125
2022-0313	Unlicensed Activity - G	Consent Order - Sent	4/19/2022	8/10/2022	121
2022-0216	CPE Deficiency	IFF - Scheduled	4/19/2022	8/4/2022	121
2022-0215	CPE Deficiency	IFF - Pending	4/19/2022	7/25/2022	121
2022-0219	CPE Deficiency	IFF - Scheduled	4/20/2022	8/4/2022	120
2022-0238	Due Professional Care	IFF - Pending	4/22/2022	7/25/2022	118
2022-0237	Unlicensed Activity - O	Probable Cause Review	4/22/2022	6/28/2022	118
2022-0246	CPE Deficiency	IFF - Pending	4/25/2022	7/25/2022	115
2022-0248	CPE Deficiency	IFF - Pending	4/27/2022	7/25/2022	113
2022-0256	CPE Deficiency	IFF - Scheduled	4/28/2022	8/4/2022	112
2022-0252	CPE Deficiency	IFF - Scheduled	4/28/2022	8/4/2022	112
2022-0251	CPE Deficiency	IFF - Scheduled	4/28/2022	8/4/2022	112
2022-0250	CPE Deficiency	IFF - Scheduled	4/28/2022	8/4/2022	112
2022-0253	CPE Deficiency	IFF - Completed	4/28/2022	7/27/2022	112
2022-0278	Due Professional Care	NOAV - Sent	4/28/2022	5/23/2022	112
2022-0260	Unlicensed Activity - O	Probable Cause Review	5/2/2022	6/28/2022	108
2022-0267	Unlicensed Activity - O	NOAV - Sent	5/3/2022	8/5/2022	107
2022-0264	CPE Deficiency	IFF - Scheduled	5/3/2022	8/4/2022	107
2022-0263	CPE Deficiency	IFF - Scheduled	5/3/2022	8/4/2022	107
2022-0262	CPE Deficiency	IFF - Scheduled	5/3/2022	8/4/2022	107
2022-0265	CPE Deficiency	IFF - Pending	5/3/2022	7/25/2022	107
2022-0271	Due Professional Care	IFF - Completed	5/4/2022	7/29/2022	106
2022-0268	CPE Deficiency	IFF - Pending	5/4/2022	7/25/2022	106
2022-0270	CPE Deficiency	Consent Order - Draft	5/4/2022	6/28/2022	106
2022-0274	CPE Deficiency	IFF - Pending	5/5/2022	8/5/2022	105
2022-0285	Due Professional Care	Probable Cause Review	5/9/2022	5/13/2022	101
2022-0283	CPE Deficiency	IFF - Pending	5/10/2022	8/5/2022	100
2022-0281	CPE Deficiency	IFF - Pending	5/10/2022	8/5/2022	100
2022-0280	CPE Deficiency	IFF - Pending	5/10/2022	8/5/2022	100
2022-0279	CPE Deficiency	IFF - Pending	5/10/2022	8/5/2022	100
2022-0282	CPE Deficiency	IFF - Scheduled	5/10/2022	8/4/2022	100
2022-0284	CPE Deficiency	Consent Order - Sent	5/10/2022	7/19/2022	100
2022-0288	CPE Deficiency	Consent Order - Sent	5/11/2022	8/17/2022	99
2022-0292	CPE Deficiency	IFF - Scheduled	5/11/2022	8/5/2022	99
2022-0287	CPE Deficiency	IFF - Pending	5/11/2022	8/3/2022	99
2022-0295	CPE Deficiency	Consent Order - Sent	5/11/2022	7/21/2022	99
2022-0297	CPE Deficiency	IFF - Pending	5/12/2022	8/10/2022	98
2022-0302	CPE Deficiency	IFF - Pending	5/13/2022	8/10/2022	97
2022-0308	CPE Deficiency	IFF - Pending	5/17/2022	8/15/2022	93
2022-0306	CPE Deficiency	Consent Order - Sent	5/17/2022	8/4/2022	93
2022-0305	CPE Deficiency	Consent Order - Sent	5/17/2022	8/4/2022	93
2022-0304	CPE Deficiency	Consent Order - Sent	5/17/2022	8/4/2022	93
2022-0312	CPE Deficiency	Consent Order - Draft	5/17/2022	8/3/2022	93
2022-0311	CPE Deficiency	Consent Order - Draft	5/17/2022	8/1/2022	93

2022-0309	CPE Deficiency	Consent Order - Draft	5/17/2022	8/1/2022	93
2022-0307	CPE Deficiency	Consent Order - Draft	5/17/2022	8/1/2022	93
2022-0314	CPE Deficiency	Consent Order - Sent	5/18/2022	8/4/2022	92
2022-0315	CPE Deficiency	Consent Order - Sent	5/18/2022	7/26/2022	92
2022-0324	CPE Deficiency	Consent Order - Sent	5/20/2022	8/4/2022	90
2022-0323	CPE Deficiency	Consent Order - Sent	5/20/2022	7/27/2022	90
2022-0322	CPE Deficiency	Consent Order - Sent	5/20/2022	7/27/2022	90
2022-0321	CPE Deficiency	Consent Order - Sent	5/20/2022	7/27/2022	90
2022-0319	CPE Deficiency	Consent Order - Sent	5/20/2022	7/27/2022	90
2022-0316	CPE Deficiency	Consent Order - Sent	5/20/2022	7/26/2022	90
2022-0330	CPE Deficiency	Consent Order - Sent	5/23/2022	8/4/2022	87
2022-0327	CPE Deficiency	Consent Order - Sent	5/23/2022	7/27/2022	87
2022-0328	CPE Deficiency	Requested Additional Information	5/23/2022	7/26/2022	87
2022-0339	CPE Deficiency	Consent Order - Sent	5/24/2022	8/10/2022	86
2022-0337	CPE Deficiency	Consent Order - Sent	5/24/2022	8/10/2022	86
2022-0336	CPE Deficiency	Consent Order - Sent	5/24/2022	8/10/2022	86
2022-0335	CPE Deficiency	Consent Order - Sent	5/24/2022	8/10/2022	86
2022-0333	CPE Deficiency	Consent Order - Sent	5/24/2022	8/4/2022	86
2022-0332	CPE Deficiency	Consent Order - Sent	5/24/2022	8/4/2022	86
2022-0331	CPE Deficiency	Consent Order - Sent	5/24/2022	8/4/2022	86
2022-0334	CPE Deficiency	Consent Order - Draft	5/24/2022	7/29/2022	86
2022-0340	Due Professional Care	NOAV - Sent	5/24/2022	7/20/2022	86
2022-0343	CPE Deficiency	Consent Order - Draft	5/26/2022	8/3/2022	84
2022-0342	CPE Deficiency	Consent Order - Draft	5/26/2022	8/3/2022	84
2022-0341	CPE Deficiency	Consent Order - Draft	5/26/2022	8/3/2022	84
2022-0345	Unlicensed Activity - O	Open Case	6/2/2022	6/2/2022	77
2022-0363	Due Professional Care	NOAV - Sent	6/3/2022	6/22/2022	76
2022-0347	Due Professional Care	NOAV - Sent	6/3/2022	6/22/2022	76
2022-0349	CPE Deficiency	Consent Order - Sent	6/6/2022	8/10/2022	73
2022-0350	CPE Deficiency	IFF - Scheduled	6/6/2022	8/4/2022	73
2022-0348	CPE Deficiency	Consent Order - Draft	6/6/2022	8/3/2022	73
2022-0353	CPE Deficiency	Entered / Intake	6/9/2022	6/9/2022	70
2022-0351	CPE Deficiency	Entered / Intake	6/9/2022	6/9/2022	70
2022-0352	Eligibility	NOAV - Sent	6/9/2022	6/9/2022	70
2022-0356	CPE Deficiency	Entered / Intake	6/10/2022	6/10/2022	69
2022-0355	CPE Deficiency	Entered / Intake	6/10/2022	6/10/2022	69
2022-0357	Due Professional Care	NOAV - Sent	6/13/2022	8/8/2022	66
2022-0358	Unlicensed Activity - O	Open Case	6/15/2022	6/15/2022	64
2022-0359	CPE Deficiency	Entered / Intake	6/16/2022	6/16/2022	63
2022-0361	CPE Deficiency	Entered / Intake	6/17/2022	6/17/2022	62
2022-0362	Unlicensed Activity - O	NOAV - Sent	6/21/2022	8/3/2022	58
2022-0364	Due Professional Care	IFF - Pending	6/23/2022	8/4/2022	56
2022-0367	Acts Discreditable	IFF - Scheduled	6/24/2022	8/4/2022	55
2022-0368	Unlicensed Activity - O	Consent Order - Sent	6/24/2022	7/20/2022	55
2022-0369	CPE Deficiency	IFF - Scheduled	6/27/2022	8/4/2022	52
2022-0366	Unlicensed Activity - O	NOAV - Sent	6/28/2022	8/9/2022	51
2022-0370	CPE Deficiency	Entered / Intake	6/29/2022	6/29/2022	50

2022-0371	CPE Deficiency	Entered / Intake	6/30/2022	6/30/2022	49
2022-0373	Due Professional Care	NOAV - Pending	7/1/2022	7/25/2022	48
2022-0376	Unlicensed Activity - O	Consent Order - Sent	7/12/2022	8/16/2022	37
2022-0378	Unlicensed Activity - O	NOAV - Sent	7/13/2022	8/4/2022	36
2022-0379	Unlicensed Activity - O	NOAV - Pending	7/14/2022	7/14/2022	35
2022-0381	Unlicensed Activity - O	Open Case	7/15/2022	7/15/2022	34
2022-0383	Unlicensed Activity - O	Advisory Letter - Sent	7/18/2022	7/19/2022	31
2022-0384	Due Professional Care	NOAV - Sent	7/19/2022	7/25/2022	30
2022-0385	Unlicensed Activity - O	NOAV - Sent	7/20/2022	7/25/2022	29
2022-0393	Due Professional Care	Open Case	7/25/2022	7/25/2022	24
2022-0392	Due Professional Care	Open Case	7/25/2022	7/25/2022	24
2022-0398	Due Professional Care	NOAV - Pending	7/26/2022	8/3/2022	23
2022-0402	CPE Deficiency	Consent Order - Sent	7/27/2022	8/4/2022	22
2022-0404	Unlicensed Activity - O	Open Case	7/28/2022	7/28/2022	21
2022-0405	CPE Deficiency	Entered / Intake	7/29/2022	7/29/2022	20
2022-0410	CPE Deficiency	Entered / Intake	8/1/2022	8/1/2022	17
2022-0409	CPE Deficiency	Entered / Intake	8/1/2022	8/1/2022	17
2022-0408	CPE Deficiency	Entered / Intake	8/1/2022	8/1/2022	17
2022-0407	CPE Deficiency	Entered / Intake	8/1/2022	8/1/2022	17
2022-0411	CPE Deficiency	Entered / Intake	8/2/2022	8/2/2022	16
2022-0413	Unlicensed Activity - O	Open Case	8/2/2022	8/2/2022	16
2022-0418	CPE Deficiency	Entered / Intake	8/3/2022	8/3/2022	15
2022-0417	CPE Deficiency	Entered / Intake	8/3/2022	8/3/2022	15
2022-0416	CPE Deficiency	Entered / Intake	8/3/2022	8/3/2022	15
2022-0415	CPE Deficiency	Entered / Intake	8/3/2022	8/3/2022	15
2022-0414	Unlicensed Activity - G	Open Case	8/3/2022	8/3/2022	15
2022-0421	CPE Deficiency	Entered / Intake	8/4/2022	8/4/2022	14
2022-0423	Due Professional Care	NOAV - Pending	8/5/2022	8/8/2022	13
2022-0422	CPE Deficiency	Entered / Intake	8/5/2022	8/5/2022	13
2022-0424	CPE Deficiency	Entered / Intake	8/9/2022	8/9/2022	9
2022-0428	Unlicensed Activity - G	Advisory Letter - Draft	8/10/2022	8/11/2022	8
2022-0427	Unlicensed Activity - G	Advisory Letter - Draft	8/10/2022	8/11/2022	8
2022-0426	CPE Deficiency	Entered / Intake	8/10/2022	8/10/2022	8
2022-0431	Unlicensed Activity - G	Consent Order - Draft	8/12/2022	8/15/2022	6
2022-0430	Unlicensed Activity - G	Advisory Letter - Draft	8/12/2022	8/12/2022	6
2022-0429	Unlicensed Activity - G	Advisory Letter - Draft	8/12/2022	8/12/2022	6

VBOA Policy #9

TITLE:

Inactive Status Procedure for Approval/Denial/Appeal

EFFECTIVE DATE:

March 5, 2020

AUTHORITY:

Code of Virginia § 54.1-4409.1(B) of the Code of Virginia and VBOA regulation 18VAC5-22-90(C)

POLICY STATEMENT:

A person who holds a Virginia license with the status of Inactive has a current license and has the privilege of using the CPA title. However, the person has demonstrated to the Virginia Board of Accountancy (VBOA) that they are not currently providing services, including on a volunteer basis, to the public (providing services that are subject to the guidance of the standard-setting authorities listed in the standards of conduct and practice in subsections 5 and 6 of § 54.1-4413.3) or to or on behalf of an employer (providing to an entity services that require the substantial use of accounting, financial, tax, or other skills that are relevant, as determined by the VBOA) and therefore is not required to meet the VBOA's CPE requirements.

Persons who hold an Active Virginia license must proactively apply for this status by submitting a change of license status request by completing and submitting the Inactive status application form which must be approved by the VBOA. Applicants not approved for this status are required to obtain CPE in accordance with VBOA statutes and regulations and will not be exempt from CPE requirements.

Persons currently under CPE audit may not apply for the Inactive status until the audit has been completed.

Only Active CPAs who have complied with a CPE audit and have been licensed for 5 years or more may apply for this status. Applicants whose licenses were either voluntarily surrendered, suspended, or expired and need to be reinstated must obtain 120 CPE hours, including the ethics course as prescribed by the VBOA, and follow the appropriate process, application, and fees to reinstate into the Active status. After reinstating as an Active CPA, applicants may then apply for the Inactive status.

Procedure for approval/denial/appeal of Inactive status includes:

1. Application form must be submitted to the VBOA.
2. Upon receipt of form and supporting documentation, the Executive Director or designee makes the determination to approve or deny status change.
3. If approved by the Executive Director or designee, the status is changed and the applicant is informed of the change.
4. If denied by the Executive Director or designee, the applicant is informed of denial.
5. Following initial denial of the Inactive status pursuant to #4 above, the applicant may appeal the decision and ~~may~~ present additional documentation to assist the VBOA in

making a determination. The VBOA ~~Vice-c~~Chair or designee will make the final determination of status.

- a. If approved by VBOA ~~Vice-c~~Chair or designee, the status is changed and the applicant is informed of the change.
- b. If denied by VBOA ~~Vice-c~~Chair or designee, the applicant is informed of denial and no further appeals are available.

APPROVAL AND REVIEW:

This VBOA policy was reviewed on ~~January-August 29, 2022~~, 2020.

SUPPRESSION:

This VBOA policy replaces Board Policy #9 that was effective on ~~December 12, 2019~~January 7, 2020.

**VBOA CHAIR AT
LAST REVIEW:**

~~D. Brian Carson~~Laurie Warwick, CPA, ~~CGMA~~, Chair

**VBOA MEMBERS AT
LAST REVIEW:**

~~Laurie A. Warwick~~Wendy P. Lewis, CPA, Vice Chair
~~Matthew P. Boshert~~William R. Brown, CPA
~~W. Barclay Bradshaw~~D. Brian Carson, CPA, ~~CGMA~~
~~William R. Brown~~, CPADavid Cotton, CPA, CFE, CGFM
Dale G. Mullen

Nadia A. Rogers, CPA
~~Stephanie S. Saunders~~, CPA

EXECUTIVE DIRECTOR:

Nancy J. Glynn, CPA

VBOA Policy #11

Guidelines for Accreditation of Educational Institutions

TITLE:

EFFECTIVE DATE:

August 29, 2022

AUTHORITY:

Code of Virginia §§ 54.1-4400, 54.1-4409.2 and VBOA regulations 18VAC5-22-60, 18VAC5-22-70

POLICY STATEMENT:

This policy summarizes the educational guidelines approved by the VBOA to provide guidance in the interpretation of the above-listed authority.

Guidelines for CPA applicants

Persons who hold a CPA license from a substantially equivalent jurisdiction, as determined by the National Association of State Boards of Accountancy (NASBA), or whose license was issued by an organization with a Mutual Recognition Agreement recommended by the International Qualifications Appraisal Board (IQAB), may be granted a privilege to practice in Virginia per VBOA Policy #3.

All other persons, in applying for a Virginia CPA license, must meet the education requirement described in Virginia statute and regulation.

Credit hours obtained to fulfill VBOA's education requirements must be earned from an accredited degree-granting institution. Accredited degree-granting institutions are typically colleges and universities.

Colleges and universities are deemed to be "accredited" if they are recognized by an accreditation body listed in Virginia statute or regulation, or by an accreditation body recognized by the VBOA as equivalent to those bodies.

For graduates of foreign colleges and universities, VBOA utilizes education evaluation firms to provide assistance in determining whether a degree-granting institution has substantially equivalent accreditation in line with authority granted by 18VAC5-22-60. VBOA will maintain a list on its website of currently-accepted evaluation firms.

VBOA retains final discretion on whether or not to accept recommendations from evaluation firms regarding foreign educational accreditation.

Consult VBOA's [Education Handbook](#) for specific guidance on education required to become a Virginia CPA.

Guidelines for education evaluation

The following is presented as guidance to clarify expectations for education evaluation firms.

- Applicants who have a credential that allows them to apply via VBOA Policy #3 do not need to verify education.
- Degree-granting institutions are colleges and universities that are authorized to issue degrees to students upon successful completion of degree requirements.
- Vendors, private companies, and professional organizations that issue credentials, are not degree-granting institutions.
- Professional accountancy credentials issued by foreign jurisdictions are not degrees for the purposes of VBOA education requirements.
- If an academic transcript contains transfer credits that are used to fulfill educational requirements other than minimum-credit requirements, the institution where those credits originated must be evaluated as well.
- All academic transcripts of CPA applicants will be reviewed by the VBOA to ensure educational requirements have been met.

The purpose of education evaluation is to evaluate the accreditation of degree-granting institutions to determine the level of rigor is consistent. . If a college or university is accredited by an organization, the process for accreditation must be sufficiently rigorous. This is to be determined by comparison with the rigor exhibited by previously recognized accreditation bodies.

VBOA will no longer utilize foreign education evaluation firms that are consistently unable to act in compliance with the above guidance. Approved firms are listed on the VBOA website.

APPROVAL AND REVIEW:

This VBOA policy was approved on August 29, 2022.

VBOA CHAIR AT LAST REVIEW:

Laurie A. Warwick, CPA, Chair

VBOA MEMBERS AT LAST REVIEW:

Wendy P. Lewis, CPA, Vice Chair
William R. Brown, CPA
D. Brian Carson, CPA, CGMA
David L. Cotton, CPA, CFE, CGFM
Dale G. Mullen
Nadia A. Rogers, CPA

EXECUTIVE DIRECTOR:

Nancy J. Glynn, CPA

GOAL: Peer Review Enforcement

Board members: Nadia Rogers and David Cotton

S	Specific	Create and automate a process that will identify firms who should be enrolled in peer review and an enforcement process for those who are not enrolled and/or are enrolled but receiving subpar results or untimely submissions. Develop a communications plan to inform firms. Added question on firm renewal certifications. Consider and analyze firm responses.
M	Measurable	Execute the automatic monitoring
A	Achievable	Yes
R	Relevant	Very relevant
T	Time-based	November 2022: Timeline December 2022: Automated process; renewal questions

Status Update

Status Date	August 29, 2022
Forecasted to complete on time (Yes/No)? If No, please provide explanation.	Yes
Unresolved Significant Risks/Contingencies	none
Resources Needed	none
Board Decisions Needed	none
Significant Actions Completed	none
Significant Actions Not Completed	none

GOAL: Education Accreditation

Board members: Nadia Rogers and Wendy Lewis

S	Specific	Continue to assess the impact of the model rules in the statutes, VBOA regulations and VBOA polices as it relates to accreditation.
M	Measurable	Upon implementation and approved in statutes, VBOA regulations and VBOA Policy
A	Achievable	Yes
R	Relevant	Very relevant
T	Time-based	Draft in August 2022

Status Update

Status Date	August 29, 2022
Forecasted to complete on time (Yes/No)? If No, please provide explanation.	Yes
Unresolved Significant Risks/Contingencies	none
Resources Needed	none
Board Decisions Needed	none
Significant Actions Completed	none
Significant Actions Not Completed	none

GOAL: Education for Exam

Board members: Nadia Rogers and Wendy Lewis

S	Specific	Consider the impact of the model curriculum, Practice Analysis, and Blueprint on VBOA regulations, VBOA Policy, and VBOA education guidelines (i.e., composition of the 24 credit hours of upper-level accounting and 24 credit hours of business courses). Once decided, include outreach and communications of the VBOA decisions, while considering the model curriculum and practice analysis.
M	Measurable	Upon implementation and approved in VBOA regulations, VBOA Policy and VBOA Education Handbook
A	Achievable	Yes
R	Relevant	Very relevant
T	Time-based	Interim updates to VBOA Education guidelines and Education Handbook to reflect acknowledgement of CPA Evolution: Draft, review and approved in August 31, 2021, Board meeting. Draft communications plan available in October 2021. Draft updates to VBOA regulation, Policy, Education Handbook following release of Practice Analysis and Blueprint for public comment in mid-2022: January 2023. Final updates to VBOA regulation, Policy, Education Handbook following Practice Analysis and Blueprint: February 2023. Communications plan available: April 2023. *Continuous assessment throughout evolution is imperative

Status Update	
Status Date	August 29, 2022
Forecasted to complete on time (Yes/No)? If No, please provide explanation.	yes
Unresolved Significant Risks/Contingencies	Draft model curriculum and draft transition plan released, June 2021, by NASBA and AICPA.
Resources Needed	none
Board Decisions Needed	none
Significant Actions Completed	Draft communications plan discussed at Sept. 30, 2021, Board meeting.
Significant Actions Not Completed	none

GOAL: Education for Licensure

Board members: Nadia Rogers and Wendy Lewis

S	Specific	Consider the impact of the Blueprint on VBOA regulations, VBOA Policy, and the VBOA Education Handbook (i.e., additional 30 credit hours required for CPA licensure). Once decided, include outreach and communications of the VBOA decisions.
M	Measurable	Upon implementation and approved in VBOA regulations, VBOA Policy and VBOA Education Handbook
A	Achievable	Yes
R	Relevant	Very relevant
T	Time-based	Education guidelines and Education Handbook: Draft in January 2023 – delayed from May 2022 due to release of Blueprint

Status Update

Status Date	August 29, 2022
Forecasted to complete on time (Yes/No)? If No, please provide explanation.	yes
Unresolved Significant Risks/Contingencies	none
Resources Needed	none
Board Decisions Needed	none
Significant Actions Completed	none
Significant Actions Not Completed	none

GOAL: Enforcement Process

Board members: Bill Brown and Wendy Lewis

S	Specific	Ensure the system upgrade includes ability to track the completion of milestones and compare to the established benchmarks.
M	Measurable	Fairly automated report is delivered to the Board for review.
A	Achievable	Yes
R	Relevant	Very relevant
T	Time-based	October 2022: 1. Demo of tracking tool 2. Functioning tracking tool to use

Status Update

Status Date	August 29, 2022
Forecasted to complete on time (Yes/No)? If No, please provide explanation.	Yes
Unresolved Significant Risks/Contingencies	None
Resources Needed	None
Board Decisions Needed	None
Significant Actions Completed	Revisions to the benchmarks completed and will test drive them until the official launch July 1, 2022.
Significant Actions Not Completed	

GOAL: Fee Structure

Board members: Brian Carson and Dale Mullen

S	Specific	Have a reasonable fee structure that will fund all of our expenditures for a minimum of the next 10 years while maintaining a minimum contingency fund in line with our VBOA Policy.
M	Measurable	It's approved by the Governor's Office and the General Assembly, if needed.
A	Achievable	Yes
R	Relevant	Very relevant
T	Time-based	June 2023

Status Update

Status Date	August 29, 2022
Forecasted to complete on time (Yes/No)? If No, please provide explanation.	yes
Unresolved Significant Risks/Contingencies	none
Resources Needed	none
Board Decisions Needed	none
Significant Actions Completed	Initial 10-year forecast has been completed. Preliminary discussions held with the Department of Planning and Budget, and Secretary of Finance.
Significant Actions Not Completed	none

GOAL: Determination of licensing system

Board members: David Cotton and Brian Carson

S	Specific	Evaluate current system and new systems, provide recommendation to Board for path forward
M	Measurable	Board approves plan
A	Achievable	Yes
R	Relevant	Yes
T	Time-based	August 2022 – director proposal

Status Update

Status Date	August 29, 2022
Forecasted to complete on time (Yes/No)? If No, please provide explanation.	yes
Unresolved Significant Risks/Contingencies	none
Resources Needed	none
Board Decisions Needed	none
Significant Actions Completed	none
Significant Actions Not Completed	none

GOAL: Use of the CPA Title

Board members:

Brian Carson and David Cotton

S	Specific	Develop a broad policy / guideline (different from the delegated authority based on failure to renew) regarding the general use of the CPA title based on the regulation § 54.1-4400 Code of Virginia (e.g. historically correct information on resume) and a communication plan.
M	Measurable	Approval of policy by Board.
A	Achievable	Yes.
R	Relevant	Yes.
T	Time-based	Draft by October 2022; final by November 2022.

Status Update

Status Date	August 29, 2022
Forecasted to complete on time (Yes/No)? If No, please provide explanation.	yes
Unresolved Significant Risks/Contingencies	none
Resources Needed	none
Board Decisions Needed	none
Significant Actions Completed	none
Significant Actions Not Completed	none

GOAL: Conduct comprehensive review of CPE guidelines

Board members: Bill Brown and Wendy Lewis

S	Specific	Revisit CPA guidelines on annual basis.
M	Measurable	Approve guidelines annually.
A	Achievable	Yes.
R	Relevant	Yes.
T	Time-based	November 2022 approve draft, January 2023 final

Status Update

Status Date	August 29, 2022
Forecasted to complete on time (Yes/No)? If No, please provide explanation.	yes
Unresolved Significant Risks/Contingencies	none
Resources Needed	none
Board Decisions Needed	none
Significant Actions Completed	none
Significant Actions Not Completed	none