

THE VIRGINIA BOARD OF ACCOUNTANCY
Enforcement Committee
Meeting Minutes
October 9, 2012

The Virginia Board of Accountancy's Enforcement Committee met on Tuesday, October 9, 2012, at 9960 Mayland Drive, Perimeter Center Building, and 2nd Floor Commonwealth Conference Center in Hearing Room 1, located in Henrico, Virginia 23233.

The following members of the Committee were present:

Andrea M. Kilmer, CPA, CFF, CGMA, Enforcement Committee Chair
W. Barclay Bradshaw, CPA, Board Member (Portion of the Meeting)
Robert Cochran, PhD, CPA, Board Member (Portion of the Meeting)

The following staff members were in attendance:

Wade A. Jewell, Executive Director
Mary Charity, Director of Operations (Portion of the Meeting)
Chantal Scifres, Deputy Director (Portion of the Meeting)
Jean Grant, Enforcement Manager

The following members of the VSCPA and Prometric were in attendance:

Adam Herjeczki, NASBA Special Accommodations Manager (Portion of the Meeting)
Penny Vernon, Manager, NASBA Candidate Care (Portion of the Meeting)
Patricia Hartman, NASBA, Director of Examination Operations (Portion of the Meeting)
Kimberly Farace, Prometric Team Leader, Client Services (Portion of the Meeting)
Cindy Irving, Prometric Test Center Manager (Portion of the Meeting)
Neil Thakker, Prometric Manager (Portion of the Meeting)

The following member of Prometric participated by way of conference call:

Suzanne Elliott, Prometric Sr. Manager, Channel (Portion of the Meeting)

The meeting convened at 10:10 A.M.

The Enforcement Committee called to order the meeting with respect to Agenda Item A through D to complete the review of the first two Informal Fact-Finding Conferences (IFF) referenced herein as file # 2012-U0010 and 2012-D0017.

Upon completion of the first two IFF's, the Enforcement Committee Chair, with respect to Agenda item E, suggested that the Committee go immediately into closed session.

Upon a motion by Ms. Kilmer, and seconded by Mr. Bradshaw 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 **§ 2.2-3711 A.28** of the Code of Virginia.

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

Wade A. Jewell, Executive Director
Jean Grant, Enforcement Manager

The members voting "AYE": were W. Barclay Bradshaw, CPA and Andrea M. Kilmer, CPA, CFF, CGMA.

This motion was made with respect to the matter identified as Agenda Item E, the review of Open Disciplinary Cases. Several open disciplinary cases were reviewed until 1:05 pm.

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

Upon a motion by Ms. Kilmer, and seconded by Mr. Bradshaw 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, **§ 2.2-3712** of the Code of Virginia 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: Andrea M. Kilmer, CPA, CFF, CGMA – Aye and W. Barclay Bradshaw, CPA, - Aye

VOTE:

AYES: Two (2)

NAYS: None.

Upon a motion by Ms. Kilmer and seconded by Mr. Bradshaw, the Committee voted to take action, as follows:

Case number – 2012-D0021 was determined to be No Findings and closed.

Case numbers – 2012-D0004 and 2012-U0025 will be offered Consent Orders.

Case number – 2012-U0027 was deferred for additional information.

Mr. Bradshaw left the meeting at 1:05 pm. Robert Cochran PhD, CPA entered the meeting at 1:10 pm for the purpose of assisting with the next Informal Fact-Finding Conference.

With respect to Agenda Item F the review of the Informal Fact-Finding Conferences (IFF) referenced herein as file # 2012-E0005 began at 1:20 pm and concluded at 4:40 pm.

The meeting was adjourned at 4:45 p.m.

Andrea M. Kilmer, CPA, CFF, CGMA
Chair, Enforcement Committee