
**Board Meeting
June 12, 2023
Approved minutes**

The Virginia Board of Accountancy met on Monday, June 12, 2023, in Board Room #2 of the Perimeter Center, 9960 Mayland Drive, Henrico, VA 23233.

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

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

STAFF PRESENT: Nancy Glynn, CPA, Executive Director
Renai Reinholtz, Deputy Director
Matthew Ross, Enforcement Director
Nicole Reynolds, Licensing and Operations Support
Vasa Clarke, Information and Policy Advisor
Joseph Tillar, IT Specialist

MEMBERS OF THE PUBLIC PRESENT: Emily Walker, CAE, Vice President, Advocacy, Virginia Society of Certified Public Accountants
Molly Wash, AR Director, Virginia Society of Certified Public Accountants
Angela Rudolph Wiseman, Principal, Rutherford and Johnson
Munir Elhag, CPA

CALL TO ORDER

Ms. Warwick called the meeting to order at 9 a.m.

DETERMINATION OF QUORUM

Ms. Warwick determined there was a quorum present.

SECURITY BRIEFING

Ms. Reynolds provided the emergency evacuation procedures.

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APPROVAL OF AGENDA

Upon a motion by Ms. Rogers and duly seconded, the members voted unanimously to approve the June 12, 2023, agenda as amended. The members voting “AYE” were Ms. Warwick, Mr. Brown, Ms. Lewis, Ms. Rogers, Mr. Mullen, Mr. Cotton, and Mr. Carson.

APPROVAL OF MINUTES

Upon a motion by Ms. Rogers and duly seconded, the members voted unanimously to approve the amended April 24, 2023, Board meeting minutes, as presented. The members voting “AYE” were Ms. Warwick, Mr. Brown, Ms. Lewis, Ms. Rogers, Mr. Mullen, Mr. Cotton, and Mr. Carson.

PUBLIC COMMENT PERIOD

Ms. Walker, CAE, Vice President, Advocacy, Virginia Society of Certified Public Accountants (VSCPA) briefly addressed the Board regarding the UAA Model Rule 5-7 requesting that VBOA identify the start date for the proposed 30-month period. Ms. Glynn confirmed the VBOA start date as the date exam scores are released.

VSCPA Pipeline Advocacy & Pipeline Acceleration Plan - Emily Walker, CAE, Vice President, Advocacy, Virginia Society of Certified Public Accountants and Molly Wash, Academic Engagement Director, VSCPA.

Ms. Walker presented to the Board regarding the VSCPA Pipeline Advocacy initiatives and the AICPA Pipeline Acceleration Plan, previously called the “8-Point Plan.” She outlined the goals and details of each of the VSCPA initiatives to include ELE, affecting change in CPA firm culture and the study of UAA variances as they relate to code and regulations. She highlighted proposed legislative changes that may provide funding within the pipeline such as STEM recognition and expansion of the 529 to fund professional credentialing. She noted the CPA Image Campaign also soon to be launched by the VSCPA.

Ms. Walker apprised the Board of the position of the VSCPA Board of Directors, which confirmed support of substantial equivalency and mobility for CPAs across jurisdictions. The VSCPA advocates for a type of modernization of CPA licensing to increase the pathways within the 150 hour requirement.

Ms. Wash presented to the Board the various ways VSCPA is reaching out to the academic community to sponsor programs such as the Accelerated Careers Awareness Program (ACAP) to strategize with high schools and colleges on ways to expose students to accounting. She noted programs such as “CPAs in the Classroom” and “Accounting Plus.” The VSCPA makes presentations to the VA Business Teachers

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Association, grants scholarships, offers free VSCPA student memberships, facilitates the Educators' Exchange, the Diversity, Equity and Inclusion Council, and the VSCPA mentoring program.

Both Ms. Walker and Ms. Wash fielded questions from the Board and emphasized that the VSCPA would like to align with VBOA on initiatives to expand and enhance the CPA Pipeline and ensure that future needs of the Commonwealth for CPAs will be met.

PUBLIC COMMENT PERIOD – Enforcement

Mr. Elhag addressed the Board regarding his request for Board consideration of a payment plan.

Court Documents and correspondence from Jason Sayre regarding enforcement file 2019-221-018 were distributed to the Board.

ENFORCEMENT AGENDA – Matthew Ross, Enforcement Director

The following actions were taken during open session:

Case #2022-0319

Upon a motion by Mr. Cotton and duly seconded, the members voted to accept Mr. Elhag's request for a payment plan, with the following terms: four quarterly installment payments in the amount of \$250.00 each, with the first payment to be made on or before September 1, 2023, and following payments made every 3 months thereafter, with payments due on or before December 1, 2023, March 1, 2024, and June 1, 2024, until the total amount of \$1,000.00 is paid in full.

CALL FOR VOTE:

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

VOTE:

Ayes: Seven (7)

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Abstain: None (0)
Nays: None (0)

Case #2022-0501

Upon a motion by Ms. Rogers and duly seconded, the 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
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye
D. Brian Carson, CPA, CGMA – Aye

VOTE:

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

Case #2022-0555

Upon a motion by Ms. Rogers and duly seconded, the 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
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye
D. Brian Carson, CPA, CGMA – Aye

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VOTE:

Ayes: Six (6)

Abstain: One (1)

Nays: None (0)

Case #2022-0561

Ms. Warwick suggested that Case #2022-0561 be moved to closed session.

Case #2023-0108

Upon a motion by Mr. Brown and duly seconded, the 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 – Aye

Nadia A. Rogers, CPA – Aye

David Cotton, CPA, CFE, CGFM – Abstain

D. Brian Carson, CPA, CGMA – Aye

VOTE:

Ayes: Six (6)

Abstain: One (1)

Nays: None (0)

Case #2022-0267

Upon a motion by Ms. Rogers and duly seconded, the members voted to accept 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
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye
D. Brian Carson, CPA, CGMA – Abstain

VOTE:

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

Case# 2022-0505

Upon a motion by Ms. Rogers and duly seconded, the 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 – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye
D. Brian Carson, CPA, CGMA – Aye

VOTE:

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

Case #2022-0506

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Upon a motion by Ms. Rogers and duly seconded, the 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 – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Aye
D. Brian Carson, CPA, CGMA – Aye

VOTE:

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

Case #2022-0253

Upon a motion by Mr. Brown and duly seconded, the members voted to accept the Presiding Officer's Recommendation in full finding Respondent had violated the Board's CPE regulation 18VAC5-22-90 (A) and imposed penalties of \$750 for failing to complete 120 CPE hours during the relevant three-year reporting period and be reprimanded for failing to complete a minimum of 20 CPE hours and for failing to complete the Virginia Specific Ethics Course in each year of the audit. Respondent will be subject to a CPE compliance review for the three-year period following any reinstatement of his Virginia CPA license.

CALL FOR VOTE:

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

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VOTE:

Ayes: Five (6)

Abstain: One (1)

Nays: None (0)

Case# 2022-0262

Upon a motion by Mr. Brown and duly seconded, the members voted to accept the Presiding Officer's Recommendation in full finding Respondent had violated the Board's CPE regulation 18VAC5-22-90 (A) and imposed penalties of \$750 for failing to complete 120 CPE hours during the relevant three-year reporting period and be reprimanded for failing to complete a minimum of 20 CPE hours and for failing to complete the Virginia Specific Ethics Course in each year of the audit. Respondent will be subject to a CPE compliance review for the three-year period following any reinstatement of his Virginia CPA license.

CALL FOR VOTE:

Laurie A. Warwick, CPA – Aye

Wendy P. Lewis, CPA – Aye

Dale G. Mullen – Aye

William R. Brown, CPA – Aye

Nadia A. Rogers, CPA – Aye

David Cotton, CPA, CFE, CGFM – Aye

D. Brian Carson, CPA, CGMA – Aye

VOTE:

Ayes: Seven (7)

Abstain: None (0)

Nays: None (0)

Case #2022-0263

Upon a motion by Mr. Brown and duly seconded, the members voted to accept the Presiding Officer's Recommendation in full finding Respondent had violated the Board's CPE regulation 18VAC5-22-90 (A) and imposed penalties of \$750 for failing to complete 120 CPE hours during the relevant three-year

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reporting period and be reprimanded for failing to complete a minimum of 20 CPE hours and for failing to complete the Virginia Specific Ethics Course in each year of the audit. Respondent will be subject to a CPE compliance review for the three-year period following any reinstatement of his Virginia CPA license.

CALL FOR VOTE:

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

VOTE:

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

Case #2022-0679

Upon a motion by Mr. Cotton and duly seconded, the members voted to accept the Presiding Officer's Recommendation finding Respondent had violated the Board's CPE regulation 18VAC5-22-90 (A) and with an amendment that Respondent also violated Code of Virginia 54.1-4413.3(7) by falsely certifying compliance with the Board's CPE regulations on Respondent's license renewal application dated May 20, 2021. Further the Board imposed penalties of \$750 for failing to complete 120 CPE hours during the relevant three-year reporting period and reprimanded respondent for failing to complete a minimum of 20 CPE hours and for failing to complete the Virginia Specific Ethics Course in each year of the audit. Respondent must submit the deficient 120 hours of CPE within 90 days of the Board's Final Order and Respondent will be subject to a CPE compliance review for the three-year period of 2023, 2024 and 2025. Respondent was also fined \$300 for his violation of Code of Virginia 54.1-4413.3(7) for falsely certifying CPE compliance on his 2022 license renewal application.

CALL FOR VOTE:

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

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

VOTE:

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

NASBA and AICPA COMMITTEE UPDATES

Ms. Lewis apprised the Board of her attendance at the NASBA Regional Meeting in Savannah along with Ms. Glynn and Mr. Mullen. Prominent issues discussed at the conference were the 30-month conditional credit, the CPA Pipeline and the 150-hour education for licensure requirement. Discussion by the Board ensued related to NASBA's emphasis on mobility and how other professions manage mobility between states. Mr. Mullen advised that CPA mobility is truly based on each state's individual Board and their decisions regarding licensure in their states.

NASBA Administrative and Finance Committee

Ms. Warwick advised that the NASBA investment committee plans to meet in July.

NASBA CPE Committee

Mr. Cotton informed the Board that he had been appointed to the CPE Committee but has not yet received any committee correspondence beyond the initial appointment notification or been invited to any meeting.

NASBA Education Committee

Ms. Rogers shared with the Board that the AICPA Board of Examiners met on April 27th during which updates regarding the following were provided: State Board Committee, Psychometric Oversight Committee, and CPA Exam financial and pipeline. Additionally, CPA Evolution readiness and CPA Exam administration security were discussed.

A NASBA Pipeline Task Force meeting was held on May 12th during which the draft toolkit was reviewed, and the Task Force worked to finalize it for release and discussion at the NASBA Regional Meetings.

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EXECUTIVE DIRECTOR'S REPORT

General updates

- Ms. Glynn introduced Kelli Yoder as the new Communications Coordinator.
- Ms. Glynn introduced the new part-time Enforcement Specialist, Mona Morris, CPA, and informed the Board that the Investigator position is currently advertised.
- Ms. Glynn discussed license renewals to include the communication plan to be implemented during the remainder of June and commended Ms. Reinholtz and her team for a successful communication initiative despite the interim absence of a Communications Coordinator.
- Ms. Glynn discussed the new licensing system and advised the Board that VBOA is interviewing for a new contractor for the system.

Financial and Board Report update

Ms. Reinholtz presented and fielded questions pertaining to the May 2023 Financial and Board Reports and presented the FY 2024 Operating Budget.

Upon a motion by Mr. Brown and duly seconded, the members voted to accept the FY2024 Operating Budget as presented.

CALL FOR VOTE:

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

VOTE:

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

Enforcement update

Mr. Ross reported on the progress of the Enforcement Division. He fielded questions from the Board.

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Policy update

Mr. Clarke advised the Board that there were no updates this session.

Board Discussion Topics – Laurie A. Warwick, CPA, Chair

Peer Review – Nancy Glynn, CPA, Executive Director

Ms. Glynn led the discussion regarding the requirement for CPA firms to opt into additional information related to Peer Review. She advised that authority exists under the Code of Virginia for the Board to require it. Ms. Walker provided a brief history of changes to peer review by the AICPA. There was general discussion about the effectiveness of peer review and how to improve it in the future.

Upon a motion by Mr. Cotton and duly seconded, the members voted to require firms to opt in to ‘additional information’ based on the authority provided in Code of VA 54.1-4412.1(D).

CALL FOR VOTE:

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

VOTE:

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

Approval of 30-month conditional credit

Ms. Glynn led the discussion regarding the consideration to adopt the new 30-month conditional credit. There was in-depth discussion by the Board about how the change would be implemented and how it

might impact exam candidates. Members expressed their intent to ensure that the policy would be inclusive to as many candidates as possible. The Board agreed to table the discussion until the August

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Board meeting and await reports from Ms. Rogers and Ms. Glynn regarding implementation recommendations.

Education Handbook Revision

Ms. Rogers discussed the revisions to the handbook and emphasized that continued review would be necessary to improve students' ability to take the CPA Exam.

Upon a motion by Ms. Rogers, and duly seconded, the Board voted to accept changes and to approve the new guidelines as presented.

CALL FOR VOTE:

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

VOTE:

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

Re-Exam Fees

Ms. Glynn led the discussion surrounding current re-exam fees and whether they should be suspended temporarily until March 2024 during implementation of CPA Evolution. There were questions and suggestions by Board members and the VSCPA was also asked to comment.

Upon a motion by Ms. Rogers, and duly seconded, the Virginia Board of Accountancy voted to approve the suspension of re-exam fees charged to candidates beginning when the updated NASBA Gateway system is implemented in September 2023 until at least March 31, 2024.

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

VOTE:

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

FY2023 S.M.A.R.T. Goals update – Nancy Glynn, CPA, Executive Director

Ms. Glynn provided outcomes to the Board of the status of each of the 2023 S.M.A.R.T. Goals.

The VBOA Licensing system is an ongoing project. Enforcement tracking and peer review monitoring will be incorporated into the new system and will not continue as a 2024 S.M.A.R.T. Goal.

Education for Licensure will be postponed until the national discussions have taken place. Ms. Glynn suggested that it not be carried into 2024 as a S.M.A.R.T. Goal.

Cash forecasting and fee structure to be included in the Codes of Virginia and VBOA Regulations will continue as a 2024 as a S.M.A.R.T. Goal.

Ms. Glynn reported on the completed goals from 2023 which included Education Accreditation, Education for Exam, Use of Title, and CPE Review.

Celebration of Brian Carson

Ms. Warwick read aloud the Board resolution to commend Brian Carson and declare June 12, 2023, as Carson Recognition Day.

Each Board member expressed their gratitude and appreciation for the many ways in which Mr. Carson served the Virginia Board of Accountancy and for the contributions made during his tenure as a Board member.

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Mr. Carson expressed the honor it had been to be of service and reiterated the importance of the Board's role. He thanked his fellow Board members, the Executive Director, and the staff of VBOA for the extraordinary accomplishments of the team.

Adjourn for Lunch

FY2024 Planning Topics

Ms. Lewis led the Board discussion to create and define each goal. Board members participated and volunteered to become responsible for leading individual goals during the coming year.

The Board entered **closed session** to discuss 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) and disciplinary matters exemption contained in Virginia Code §2.2-3711(A) (27).

The following non-members were 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.

The members voting "AYE" were Ms. Warwick, Mr. Brown, Ms. Lewis, Ms. Rogers, Mr. Mullen, Mr. Cotton and Mr. Carson.

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

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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.

The members voting “AYE” were Ms. Warwick, Mr. Brown, Ms. Lewis, Ms. Rogers, Mr. Mullen, Mr. Cotton and Mr. Carson.

Case #2022-0561

Upon a motion by Mr. Brown and duly seconded, the 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 – Abstain
William R. Brown, CPA – Aye
Nadia A. Rogers, CPA – Aye
David Cotton, CPA, CFE, CGFM – Abstain
D. Brian Carson, CPA, CGMA – Aye

VOTE:

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

Additional Items for Discussion

- Sign Conflict of Interest forms
- Sign Travel Expense vouchers
- Future meeting dates – Current and future meeting dates were discussed and are subject to change.
 - August 29, 2023
 - October 24, 2023
 - December 5, 2023
 - January 17, 2024

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ADJOURNMENT

There being no further business before the VBOA, Ms. Lewis adjourned the meeting at 2 p.m.

APPROVED:

Laurie A. Warwick, CPA, Chair

COPY TESTE:

Nancy Glynn, CPA, Executive Director