

STATE OF MARYLAND
BOARD OF INDIVIDUAL TAX PREPARERS
Business Meeting Minutes
September 25, 2017

TIME: 10:00 a.m.

PLACE: 500 N. Calvert Street
3rd Floor Conference Room
Baltimore, MD 21202

PRESENT: Jane Bourassa
Mike Canet
Jacqueline Clarke
Marianela Del-Pino-Rivera
Steve Wions

ABSENT: Kay Riddle, Vice Chair
Amy Hennen
Symon Manyara

DLLR STAFF

PRESENT: Dennis Gring, Executive Director
Alicia Coar, Board Secretary
Mason Land, Investigator
Matthew Lawrence, Board Counsel and AAG

OTHERS

PRESENT: Tom Bray, MSATP
MaryBeth Halpern, MACPA
Thorman Jerry, ITP

Ms. Bourassa Acting Chair called the meeting to order at 10:05 AM.

Upon a motion **(I)** by Mr. Wions and seconded by, Mr. Canet the minutes from the August 14, 2017 meeting were approved with corrections unanimously.

Report of the Chair

There was no report of the Chair.

Executive Director's Report

Mr. Gring reported to the Board that its enforcement efforts pertaining to individuals who are not registered with the Board and those registrants who have not passed the Maryland Individual Tax Preparers Examination will be resuming this fall. The number of complaints that are ready

for administrative hearings will require the Board to hold more meetings to relieve the backlog. One day per month in addition to regular meeting dates will be necessary.

Mr. Gring announced the appointment of Ms. Shanai Jordan as the Assistant Director for Board of Individual Tax Preparers. Ms. Jordan will begin on October 4, 2017.

Mr. Gring also reported that there continues to be a decrease in the number of individuals who are registered with the Board. The number of registrants is down 15.7% from November 1, 2015.

Examination Committee Report

Ms. Bourassa reported the results from PSI Maryland Examination, which has started on July 1, 2017 with the new Tax Law for Maryland. Upon a motion (III) by Mr. Canet, and seconded by Mr. Wions, the Board accepted the Examination Committee Report.

New Business

Ms. Coar handed out the new 2018 Board Meeting Calendar. In 2018 the Board meeting dates are scheduled for January 29, February 12, March 26, April 23, May 14, Jun 25, August 13, September 24, October 22, November (TBD) and December 10.

Old Business

There was no old business.

Examination Committee Report

Ms. Bourassa reported on the examination committee's review of the examination with PSI on July 1-September 25, 2017. Thirty-five candidates failed the exam and twenty-five passed the exam. A total of sixty candidates were scheduled to take the exam.

Executive Session

Upon a motion (IV) made by Mr. Canet and seconded by Mr. Wions the Board voted to go into Executive Session in order to consult with counsel, which is permitted to be closed pursuant to State Government Title Section 10-508 (a)(7). The Board went into Executive Session at 11:36 a.m. Upon a motion (V) by Mr. Canet and seconded by Mr. Wions, the Board unanimously voted to return to public session at 11:46 p.m.

Complaint Committee

Mr. Canet presented the Complaint Committee Report. The Board has received two (2) consumer complaints. Five administrative hearings are scheduled for October 11, 2017, and there will be four (4) scheduled for the regular Board meeting date of October 23, 2017. Upon a motion (VI) by Ms. Del-Pino Rivera and seconded by Mr. Wions, the Board unanimously accepted the Complaint Committee Report.

Upon a motion (VII) was made Mr. Wions and seconded by Mr. Canet that the application for A-0917 original application for registration was approved. Motion carried.

Next Meeting Date

The next meeting of the Board will be held on Monday, October 23, 2017 at 10:00 a.m.

Adjournment

There being no further business, a motion (VIII) was made by Mr. Canet, seconded by Mr. Wions, and unanimously carried to adjourn the meeting at 11:50 a.m.

X

With corrections

Without corrections

Signature of File

Jane Bourassa, Acting Chair

OCTOBER 23, 2017

Date