

**STATE OF MARYLAND
BOARD OF PUBLIC ACCOUNTANCY
BUSINESS MEETING MINUTES
October 1, 2019**

LOCATION: 500 North Calvert Street
Baltimore, Maryland 21202
Third Floor Conference Room

MEMBERS

IN ATTENDANCE: James E. Marshall, Jr. Chair
Edward J. Helmstetter, Jr
Dr. Jan L. Williams
Barrett E. Young
Ferdinand Greeff

MEMBERS ABSENT: Leslie Mostow
Macon M. Ware, III

DLLR OFFICIALS/STAFF: Shanai Jordan, Executive Director
Christopher Dorsey, Assistant Executive Director
Matthew Lawrence, Legal Counsel
Norbert Fenwick, CE Consultant
Linda L. Rhew, Administrative Officer
Alex Quinn, Investigator

OTHERS PRESENT: Mary Beth Halpern, MACPA
Alberta Steinwedel, MSATP
Ron Grafman, MSATP

The October 1, 2019, meeting of the Maryland Board of Public Accountancy was called to order at 9:15 AM by Chairman of the Board, James E. Marshall, Jr.

Upon a motion (I) by Mr. Helmstetter, and seconded by Mr. Young, the minutes of the September 10, 2019, meeting were approved with corrections.

Chairman's Report

Chairman Marshall reported he participated in the NASBA Mid Atlantic Regional call on September 23, 2019. During the call he informed NASBA that Maryland had three (3) members of the State Board of Public Accountancy would be attending NASBA's Annual Meeting in Boston, MA. He informed them Maryland received approval of continuous testing and that the Attorney General's office was drafting language. The Board voted for treasurer/secretary. The Board is working with the commissioner on budget transparency and a new investigator was hired. He discussed that members were asking about software boards are using for licensing and discussed the Boards continue to deal with the amount of CE complaints.

Chair Marshall mentioned two of the upcoming events of the O&P/DLI Board Roundtable with Secretary Tiffany Robinson and the upcoming NASBA Annual meeting in Boston, MA. October 27th to the 30th, 2019.

Upon a motion **(II)** by Mr. Greeff and seconded by Dr. Williams, the Board unanimously approved the Executive Director's Report.

Executive Director's Report

Ms. Jordan reported that the newsletter will come out sometime in October, before the next board meeting. She also reported that the Swearing-In Ceremony will be held on November 14th at Maryland Live, and encouraged the board members to attend. She also mentioned that the board members are able to make suggestions for postings for the board on the general Maryland Department of Labor's Facebook page.

Upon a motion **(III)** by Mr. Helmstetter, and seconded by Mr. Young, the Board unanimously approved the Executive Director's Report.

Exam Appeals

There were no exam appeals this month.

Education Report

Dr. Williams presented the Education Report. There was one (1) Transfer of Grades application approved. The transfer of grades applications originated from Pennsylvania. There were zero (0) Transfer of Grades application denials.

Upon a motion **(IV)** by Mr. Young, and seconded by Mr. Greeff, the Board approved the Education Report.

Experience Report

Mr. Greeff presented the Experience Report. There were 13 (thirteen) Reciprocal applications approved, zero (0) Reciprocal application denials. The 19 (nineteen) reciprocal license applicants were licensed in the following states: CA-2, DE-1, GA-1, MA-1, NC-1, OR-1, PA-2, VA-2, WA-1 and WV -1. There were twenty-four (24) Maryland candidate license application approvals and zero (0) Maryland candidate application denials.

Upon a motion **(V)** by Mr. Young, and seconded by Mr. Helmstetter, the Board unanimously approved the Experience Report.

Firm Permit Report

Mr. Young presented the Firm Permit Report. There were three (3) firm permit applications approved. Two (2) originated from Maryland and one from Oregon. No firm permit applications were closed this month.

Upon a motion **(VI)** by Dr. Williams, and seconded by Mr. Helmstetter, the Board unanimously approved the Firm Permit Report.

Peer Review Oversight Committee Report

There was not a Peer Review Committee report today.

New Business

Legal Counselor to the Board, Matthew Lawrence, conducted a Board Training Session for the Board members. Mr. Lawrence discussed topics were, the overview of the Board, Departmental Administration, Budget Issues, The Board's Statutory Responsibilities, Laws Governing Boards and Commissions, Sunset Law, the Board Meetings, Responsibilities of Board Members, the Role of Board Members, Hearings, Disciplinary Actions, Ethics, Office of the Attorney General and Media Relations.

Mr. Greeff questioned whether or not we captured the gender and ethnicity of applicants, as well as, who was denied, approved, passed and failed by gender and ethnicity. It was explained to Mr. Greeff that we do not, as it does not have any impact on the application and, therefore, it is not necessary for us to capture this information.

Mr. Greeff questioned why the Board has no compensation for complainants like Maryland Home Improvement Commission does?

Mr. Lawrence discussed the Role of the Board during legislation session pertaining to testifying. It was explained to Board members they can testify as a citizen for a legislation item, however, if they wanted to testify as a Board Member they must first obtain approval.

Mr. Lawrence has deferred the discussion on continuous testing and the exam fees being transferable from one window to the next window until the November meeting.

Dr. Williams reviewed with the Board the educational requirements to be able to be approved to sit for the Uniform CPA exam in Maryland and the educational requirements to become licensed in Maryland. Dr. Williams talked about the ethics course requirement, explaining the course has to be devoted and focused on ethics in order to be acceptable for our educational requirement.

Old Business

There was no Old Business this month.

Correspondence

There was no Correspondence this month.

Executive Session

Upon a motion **(VII)**, by Mr. Young, and seconded by Dr. Williams, the Board went into a closed Executive Session in the 3rd Floor Conference Room, 500 N. Calvert Street, Baltimore, Maryland 21202 at 10:22 AM. The purpose of this session was to consult with counsel. This session is permitted to be closed pursuant to Section 3-305(b) (7) of the General Provisions Article, Maryland Annotated Code. It returned to the regular business meeting at 11:31 AM upon a motion **(VIII)**, by Mr. Greeff, and seconded by Mr. Helmstetter. Upon going into open session, a motion **(IX)**, was made by Mr. Greeff and seconded by Mr. Helmstetter to return to Executive Session for further discussion. The Board returned to the regular business meeting at 11:41 AM upon a motion **(X)**, by Mr. Greeff, and seconded by Mr. Helmstetter.

Return to Open Session

Upon a motion **(XI)** by Mr. Greeff, and seconded by Mr. Young, the Board unanimously approved the Complaint Committee Report.

Upon a motion **(XII)** by Mr. Greeff, and seconded by Mr. Young, the Board unanimously approved the correction to the Executive Session minutes as requested.

Upon a motion **(XIII)** by Mr. Young, and seconded by Mr. Helmstetter, the Board adjourned at 10:42 AM.

NEXT MEETING: November 5, 2019, 500 North Calvert Street, Third Floor, 9:00 AM

With corrections Without corrections

**SIGNATURE ON
ORIGINAL DOCUMENT** _____

_____ Date