

**West Virginia  
Board of Accountancy**

405 Capitol Street, Suite 908  
Charleston, West Virginia 25301-1744



*Board Members:*  
*Louis J. Costanzo, III, CPA - President*  
*Reed J. Tanner, CPA - Vice-President*  
*Jon W. Cain, Sr., CPA - Secretary*  
*David D. Hill, CPA - Assistant Secretary*  
*Donald B. Nestor, CPA*  
*Barry L. Burgess, CPA*

Earl Ray Tomblin, Governor

Brenda S. Turley, Executive Director

**Board Minutes**

**Friday, February 19, 2016**

**Page 1 of 4**

The West Virginia Board of Accountancy met on Friday, February 19, 2016 at 9:30 a.m. in the Board Room. Board members in attendance were Louis Costanzo, Reed Tanner, Jon Cain, David Hill, Barry Burgess and Donald Nestor. Also present were Assistant Attorney General, Katherine Campbell, Board staff, Brenda Turley and Stefani Young; as well as West Virginia Society of CPAs CEO, Judy Proctor.

The meeting was called to order at 9:40 a.m. by Board President Louis Costanzo.

Instead of proceeding with regular business, the Board members listened to the House Government Organization Committee meeting regarding HCR Blank in which the committee was considering requesting that the Joint Committee on Government and Finance study professional and occupational licensing boards during the interims.

The Board proceeded with regular business at 10:25 a.m.

**FIRST ORDER OF BUSINESS**

**APPROVAL OF MINUTES**

Upon motion by David Hill and second by Don Nestor, the Board approved the Minutes of October 23, 2015, and the teleconferences of January 22, 2016, January 26, 2016, February 2, 2016, and February 11, 2016 as circulated. Motion carried.

**SECOND ORDER OF BUSINESS**

**CPA EXAMINATION**

1. Upon motion by Reed Tanner and second by Jon Cain, the Board approved the listing of 10 successful exam candidates from 2015 Q4. Motion carried.
2. The Board received the listing of 120 candidates who sat during the October/November 2015 (2015 Q4) testing window.
3. The Board reviewed the Exam Performance Statistics for 2015 Q4.
4. The Board received the list of 25 Exam Candidate Approvals during 2015 Q4.
5. The Board was informed of certain changes to the score release dates when the new Examination is launched in April 2017.

**THIRD ORDER OF BUSINESS**

**FINANCIAL REPORT**

1. The Board received the *Receipts and Disbursements Report* for the period ending December 31, 2015 as follows:

Beginning Cash Balance, July 1, 2014		\$597,949.56
Total Receipts	67,940.23	
Total Disbursements	<u>-160,061.15</u>	
Ending Cash Balance, December 31, 2015		<u>505,828.64</u>

2. Upon motion by Jon Cain and second by David Hill, the Board ratified the P-Card expenditures for 2015 Q4.
3. Upon motion by David Hill and second by Jon Cain, the Board adopted the *P-Card Policies & Procedures* as written.
4. The Board reviewed a copy of the P-Card Audit Report. The Board authorized the Executive Director to sign the disclosure statement/letter requested by the West Virginia State Auditor's Office. Board President, Lou Costanzo is to provide a signatory authorization letter for Brenda Turley to attach to the disclosure statement.

**FOURTH ORDER OF BUSINESS****TECHNOLOGY**

1. Brenda Turley reported that after the award of the e-Licensing contract, she has been working with Albertson's Consulting in order to customize the software and migrate the data to the new online system.
2. The Board reviewed the Deliverable/Payment Schedule agreement with Albertson's Consulting/Big Picture Software.

**FIFTH ORDER OF BUSINESS****FIRMS**

1. The Board received the listing of 5 firms approved during 2015 Q4.

**SIXTH ORDER OF BUSINESS****LICENSING & CPE**

1. The Board received the listing of the 20 individuals approved for licensure during 2015 Q4.

Board President, Lou Costanzo opted to return to the Seventh Order of Business later in the Agenda.

**EIGHTH ORDER OF BUSINESS****COMPLAINTS**

Upon motion by Don Nestor and second by David Hill, the Board entered into Executive Session at 11:00 a.m. pursuant to W. Va. Code § 6-9A-4 to consider disciplinary matters. Motion carried.

Upon motion by David Hill and second by Don Nestor, the Board came out of Executive Session at 11:40 a.m. a.m. and made the following actions part of the record. Motion carried.

**\*In the matter of 2013-01** Complaint Committee chairman, Reed Tanner, reported that the Respondent filed his quarterly report timely and is in compliance with the amended consent order. This matter is continued.

**\*In the matter of 2013-07** Assistant Attorney General Katherine Campbell reported the Civil Matter has been resolved. Upon motion and second, the Assistant Attorney General Katherine Campbell is to provide Respondent with a copy of an updated Consent Order that was held in abeyance and give the Respondent 30 days to respond.

**Class action suit against firm** The Board determined that, since the suit is a result of an out-of-state branch of the firm in an out-of-state location, there was no need for action by this Board. Board staff will send a letter to accept the notification of suit.

#### NINTH ORDER OF BUSINESS

#### OTHER

1. Brenda Turley reported on the status of the Hodge litigation. The Board determined that the Executive Director should be the point of contact regarding this litigation and that BRIM's legal counsel should cc: the the Board with copies of all correspondence.
2. The Board reviewed materials regarding the CGMA designation.
3. The Board reviewed AICPA's proposal regarding the retired status.

#### SEVENTH ORDER OF BUSINESS

#### NASBA/PROPOSED LEGISLATION

1. The Board had a lengthy conversation regarding whether the it is advisable and if the Board can lobby regarding issues affecting the Board, and, if so, is there a line that Board members should not cross. Board members reviewed several Advisory Opinions regarding this matter provided by the West Virginia Ethics Commission.

The Board broke for lunch at 12:10 p.m. and returned at 12:40 p.m.

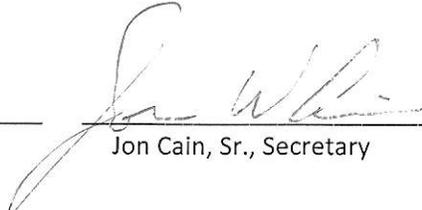
2. Lou Costanzo provided an update on HB 4312 (2016 legislation which would change the composition of the Board) and HB 4574 (terminating the West Virginia Board of Accountancy). Board staff was directed to keep watch and inform the Board should either of these bills be added to House Government Organization's agenda. The Board will ask John Johnson, NASBA's Director of Legislative and Government Affairs to draft a letter against HB 4574 and to show why the Board of Accountancy is relevant.
3. David Hill provided an update on the status of SB 271 which provides for changes to the W.Va. Code 30-9-1 et seq.
4. Brenda Turley provided an update on SB 159, a bundled bill which provides for proposed Rule changes.

5. The Board reviewed the upcoming NASBA meetings and authorized Brenda Turley and Stefani Young to attend the Annual Executive Directors and Board Staff Conference in Tucson, AZ on March 15-17, 2016.
6. Lou Costanzo reported on issues of importance presented at NASBA's Annual Meeting in Dana Point, California on October 25-28, 2015.

Upon motion by Jon Cain and second by Don Nestor, the meeting adjourned at 1:30 p.m.

We certify that this is a true copy of the Minutes of the regular meeting of the West Virginia Board of Accountancy held on Friday, February 19, 2016.

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Louis J. Costanzo, III, President

  
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Jon Cain, Sr., Secretary

  
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Brenda S. Turley, Acting Recorder

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David D. Hill, Assistant Secretary