

West Virginia Board of Accountancy

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

Patrick Morrissey, Governor



Board Members:
Barry L. Burgess, CPA – President
Virginia C. Slack, CPA – Vice President
Keith D. Fisher, Esq., Public Member – Secretary
Richard A. Hudson, CPA – Assist. Sec.
Jason P. Staats, CPA
Richard A. Riley, CPA, PhD, CFE, CFF
Brian D. Wadsworth, CPA

Kristi A. Justice, Executive Director

Tuesday, July 8, 2025, 9:30 a.m.

Board Meeting Minutes

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The Board of Accountancy met on Tuesday July 8, 2025, at 9:30 a.m. at the Board Office.

Board Members in Attendance were:

Barry L. Burgess, CPA – President
Virginia C. Slack, CPA – Vice President
Keith D. Fisher, Esq. – Secretary
Richard A. Hudson, CPA, Esq. – Asst. Secretary

Jason P. Staats, CPA
Brian D. Wadsworth CPA
Richard A. Riley, CPA, PhD, CFE, CFF
JoAnne Vella, Esq.

Others in Attendance were:

Kristi A. Justice, Executive Director
Stefani Young, CPE Coordinator
Sara Short, Board Staff

The meeting was called to order at 9:32 a.m. by Barry Burgess, Board President, for which the following actions were recorded.

1. Approval of Minutes

Upon motion by Jason Staats and seconded by Brian Wadsworth, the minutes of the May 9, 2025, meeting were approved as presented. *Motion carried.*

2. Complaints/Executive Session

Upon motion by Richard Riley, seconded by Virginia Slack, the Board entered Executive Session at 9:37 a.m. to consider disciplinary matters in accordance with W. Va. Code § 6-9A-4. *Motion carried.*

Upon motion by Jason Staats, seconded by Brian Wadsworth, the Board exited Executive Session at 10:28 a.m. The following actions were taken and made part of the official record:

- **Case 2025-02:** Consent Agreement and Order was discussed by the Board.
- **Case 2025-04:** Upon motion by Jason Staats and seconded by Richard Riley, the Board voted to dismiss the complaint. *Motion carried.*
- **Case 2025-05:** Upon motion by Richard Riley and seconded by Brian Wadsworth, the Board voted to dismiss the complaint. *Motion carried.*

Peer Review Matters: None to report.

3. Legislative Matters

The Executive Director updated the Board on recent developments involving the Alliance for Responsible Professional Licensing (ARPL).

The Board reviewed and discussed information provided by NASBA regarding CPA Pathways to Licensure and mobility legislation filed in other states.

4. CPA Examination

Upon motion by Richard Riley, seconded by Virginia Slack, the Board approved thirteen examination candidates for the second quarter of 2025. *Motion carried.*

The Board reviewed the NASBA 2025 Q1 Candidate Performance Report.

Upon motion by Keith Fisher, seconded by Richard Riley, the Board approved a three-month extension for an exam section. *Motion carried.*

The Board discussed a CPA testing accommodation request form received from an exam candidate.

5. Financial Report / P Card / Budget

The Board received the Receipts and Disbursements Report for the period ending June 30, 2025:

- **Beginning Cash Balance (July 1, 2024):** \$455,928.03
- **Total Receipts:** \$327,478.47
- **Total Disbursements:** \$(368,976.13)
- **Ending Cash Balance (June 30, 2025):** \$414,430.66

Upon motion by Richard Riley, seconded by Rick Hudson, the Board approved the financial report. *Motion carried.*

Upon motion by Keith Fisher, seconded by Virginia Slack, the Board ratified the P-Card purchases for the second quarter of 2025. *Motion carried.*

The Board reviewed financial revenue and expenditures for the past five fiscal years.

6. Licensing / CPE / Firms

The Board received an update on the status of CPA license renewals, including a report on any licensees who have not yet renewed.

An update was also provided on the processing of Continuing Professional Education (CPE) reports submitted for the 2024 calendar year.

7. NASBA / AICPA

Kristi Justice, Executive Director, informed the Board of upcoming NASBA events. The 118th NASBA Annual Meeting will be held in Chicago, Illinois, from October 26–29, 2025. Kristi stated she will apply for one NASBA scholarship to attend. The Board President is also scheduled to attend.

Barry Burgess, Board President, provided an update on the NASBA Eastern Regional Meeting. WVBOA staff and Board members participated in the meeting virtually at no cost.

8. Other

The Executive Director presented oral and written Office Reports covering the period from April 1 through June 30, 2025.

Board members provided an update regarding a joint meeting held with members of the West Virginia Society of CPAs to discuss potential updates to CPA education requirements under West Virginia Code Chapter 30, Article 9. The committee will continue to meet regularly.

Election of Officers and Committees

Barry Burgess presented the following slate of officers for the fiscal year beginning July 9, 2025:

- **President:** Virginia Slack
- **Vice President:** Jason Staats
- **Secretary:** Keith Fisher
- **Assistant Secretary:** Brian Wadsworth

Committee Appointments:

- **Complaint Committee:** Jason Staats and Keith Fisher
- **Legislative Committee:** Virginia Slack, Jason Staats, Brian Wadsworth
- **Exam and Licensure Review Committee:** Barry Burgess, Brian Wadsworth, Richard Riley, Richard Hudson

Upon motion by Richard Riley, seconded by Brian Wadsworth, the Board approved the slate of officers and committee appointments as presented. *Motion carried.*

9. Future Board Meetings

- September 19, 2025 – WVU Campus
- January 23, 2026 - Virtually
- May 8, 2026 - WVBOA Office

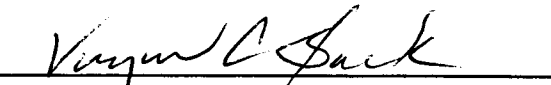
10. Quarterly Reports

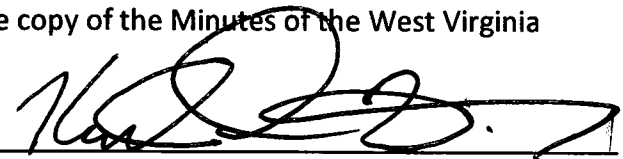
The following quarterly reports for Q2 2025 were distributed and made part of the official record:


- I. Exam Candidates Who Sat
- II. Approved Exam Candidates
- III. Approved Firms
- IV. Approved Licensees
- V. Candidate Care Report


With no further business, upon motion by Brian Wadsworth and second by Keith Fisher, the meeting adjourned at **1:44 p.m.**

We hereby certify that this is a true and accurate copy of the Minutes of the West Virginia Board of Accountancy for July 8, 2025.


Board President


Secretary


Assistant Secretary


Recorder