

West Virginia Board of Accountancy

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

Patrick Morrissey, Governor



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

Kristi A. Justice, Executive Director

Tuesday, October 21, 2025, 2:30 p.m. Board Meeting Minutes Page 1 of 2

The Board of Accountancy met on Tuesday, October 21, 2025, at 2:30 p.m. virtually.

Board Members in Attendance were:

Virginia C. Slack, CPA – President
Jason P. Staats, CPA – Vice President
Keith D. Fisher, Esq. – Secretary
Brian D. Wadsworth, CPA – Asst. Secretary

Richard A. Hudson, CPA, Esq
Barry L. Burgess, CPA
Richard A. Riley, CPA, PhD, CFE, CFF
JoAnne Vella, Esq.

Others in Attendance were:

Kristi A. Justice, Executive Director
Stefani Young, Board Staff

The meeting was called to order at 2:32 p.m. by Virginia Slack, Board President, for which the following actions were recorded.

1. Approval of Minutes

Upon motion by Brian Wadsworth and seconded by Rick Hudson, the minutes of the September 19, 2025, meeting were approved as presented. *Motion carried.*

2. Complaints/Executive Session/Personal Matters

Upon motion by Richard Hudson, seconded by Barry Burgess, the Board entered Executive Session at 2:33 p.m. to consider disciplinary matters in accordance with W. Va. Code § 6-9A-4. *Motion carried.*

Upon motion by Richard Riley, seconded by Brian Wadsworth, the Board exited Executive Session at 2:48 p.m. The following actions were taken and made part of the official record:

- **Case 2025-02:** The Board discussed the ongoing fulfillment of the Consent Agreement and Order.
- **CPE Audit Status:** Stefani Young, CPE Coordinator, provided an update on the current CPE audit. Two active CPAs have not yet responded. The CPE Coordinator, Executive Director, and Joanne Vella (Attorney General Representative) will follow up with certified letters to the licensees.
- **Personal Matters:** Kristi Justice, Executive Director, informed the Board that one staff member has resigned to accept an advanced position within the State of West Virginia. She also provided an overview of how staff responsibilities are being reassigned during the transition period.

3. Legislative Matters

The Board discussed at length proposed modifications to Chapter 30, Article 9 for the FY2026 West Virginia Legislative Session. Keith Fisher raised several questions for further review, which the Executive Director will research and report back on. Kristi Justice and Brian Wadsworth will meet with the Executive Director of the West Virginia Society of CPAs to present the Board's feedback regarding the proposed code revisions.

4. Other

Discussion of Firm Name: The Executive Director provided information and correspondence regarding a potential West Virginia firm name change that may present a trade name conflict. The Board advised the Executive Director to consult with the Board President and Joanne Vella for guidance as needed.

Discussing of Updating Office Computers: The Executive Director presented an update on the office's computer equipment, noting that all units are aging and have limited storage capacity. Upon motion by Jason Staats, seconded by Richard Hudson, the Board approved the purchase of one new computer and accessories. *Motion carried.* Additional computer replacements will be considered in the FY2027 budget.

Discuss and Approve WVBOA P-Card Policies & Procedures: Upon motion by Keith Fisher, seconded by Richard Riley, the Board approved the updated WVBOA Policies & Procedures document. *Motion carried.*

State of West Virginia Auditors – Chapter 30 Boards Training: The Executive Director provided details of the West Virginia Annual Seminar for Chapter 30 Licensing Boards, scheduled for November 6, 2025 at the Holiday Inn & Suites Conference Center in South Charleston. Virginia Slack and Richard Hudson confirmed attendance, while Keith Fisher will check his availability. The Executive Director will register all confirmed attendees.

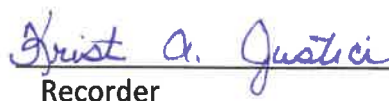
With no further business, upon motion by Brian Wadsworth and second by Keith Fisher, the meeting adjourned at 3:59 p.m.

We hereby certify that this is a true and accurate copy of the Minutes of the West Virginia Board of Accountancy for October 21, 2025.


Board President


Assistant Secretary


Secretary


Recorder