

**STATE BOARD OF
CERTIFIED PUBLIC ACCOUNTANTS
OF LOUISIANA**

601 Poydras Street, Suite 1770
New Orleans, Louisiana 70130

July 21 -22, 2016

The regular meeting of the State Board of Certified Public Accountants of Louisiana was called to order by Chair Mrs. Hutchinson on Thursday July 21, 2016, and Friday, July 22, 2016 in the offices of the Board at 601 Poydras Street, Suite 1770, New Orleans, Louisiana.

The purposes of the meeting were to review information and statistics concerning the CPA Examination, review information concerning reinstatement of Certificates, consider applications for certification, consider Firm Permit applications and related issues, conduct formal administrative hearings, consider executive session matters, and to transact any other business that required the Board's attention.

The following Members were present:

Lynn V. Hutchinson, CPA	-	Chair
Michael D. Bergeron, CPA	-	Secretary
Letti Lowe-Ardoin, CPA	-	Treasurer
Desireé Honoré Thomas, CPA	-	Member
Sue S. Alizadeh, CPA	-	Member
Grady R. Hazel, CPA	-	Member
Nicholas J. Langley, CPA	-	Member

Also present were:

Staff:	Darla M. Saux, CPA	-	Executive Director
	Lisa A. Benefield	-	Deputy Director
	Carolyn A. Wainright	-	Compliance Investigator
Guests:	Ronald A. Gitz, II, CPA	-	CEO/Executive Director, LCPA
	Stacey Lockwood	-	Director of Professional Oversight, LCPA
	Lisa Richardson	-	Director of Member Services and CPE, LCPA
	Norman Kostik, A.B.A., A.T.P.	-	Mogle & Hawkins

The meeting was called to order by Chair Mrs. Hutchinson at 9:05 a.m. on Thursday, July 21, 2016, upon motion by Mr. Bergeron, seconded by Mrs. Honoré Thomas and unanimously adopted.

The meeting was called to order by Chair Mrs. Hutchinson at 9:04 a.m. on Friday, July 22, 2016, upon motion by Mr. Langley, seconded by Mrs. Honoré Thomas and unanimously adopted.

I. CHAIR'S REPORT

A. Appointment of Board Chair

Governor John Bel Edwards appointed Lynn V. Hutchinson, CPA as Chair effective April 29, 2016.

B. Appointment of Board Members

Governor John Bel Edwards appointed two new Members to the Board effective April 29, 2016.

1. Grady R. Hazel, CPA

Mr. Hazel is chief financial officer at The Dunham School in Baton Rouge, Louisiana. He was appointed to replace Michael Tham to represent parishes in the southeast portion of the state.

2. Nicholas J. Langley, CPA

Mr. Langley is a partner with Langley, Williams & Company, L.L.C. in Lake Charles, Louisiana. He was appointed to replace Mark Harris to represent parishes in the "other" part of the state.

C. Reappointment of Board Member

Governor John Bel Edwards reappointed the following Member to the Board effective April 27, 2016.

1. Desireé Honoré Thomas, CPA

Ms. Thomas is Assistant Commissioner of Statewide Services for the Louisiana Division of Administration in Baton Rouge, Louisiana. She was re-appointed to an at-large position.

D. Personnel

1. The vacant Compliance Investigator 2 position was posted with the State Civil Service. 45 applications were received. Interviews were held and an offer was made and accepted by Andrew (Drew) B. Joyner, J.D. Drew's experience is primarily with the Orleans Parish District Attorney's office, reviewing cases, interviewing witnesses, gathering investigative materials, writing briefs and writs, and working with various law enforcement entities throughout the state in ongoing investigations related to post-conviction cases. His scheduled start date is August 1, 2016.

2. Ms. Ashley Bolden resigned her position as Enforcement Administrative Assistant (Administrative Coordinator 4) with Board Staff on June 14, 2016. The vacant position was posted with the State Civil Service and 93 applications were received this week. After review, interviews will be set up and it is expected that the position will be filled in early September 2016.

E. Performance Evaluations and Performance Adjustments for Fiscal Year 2015 - 2016

All Board classified employees that were employed with the Board as of June 30, 2016 will receive a Performance Evaluation no later than August 31, 2016, in accordance with Civil Service rules. The evaluations will be based on each employee's Performance Planning (performance expectations) that was established for fiscal year 2015 - 2016.

State Civil Service has adopted Civil Service rule 6.14.2 temporarily suspending the authority to grant performance adjustments (merit increases) to classified employees. It was approved by the Governor on June 28, 2016 for the period of June 29, 2016 until June 29, 2017, so there will be no performance adjustments for those employees that receive favorable evaluations. Further, the Governor issued Executive Order JBE 16-32 implementing a similar freeze on unclassified employees without written approval of the commissioner of administration.

F. Performance Planning for Fiscal Year 2016 - 2017

All Board classified employees will receive Performance Planning (performance expectations) for fiscal year 2016 - 2017 no later than September 30, 2016, in accordance with Civil Service rules.

G. Reminder - One Hour of Governmental Ethics Requirement for Public Servants

All Board Members are required to complete one hour of education and training on the Louisiana Code of Governmental Ethics for 2016. This is an annual requirement. All Board Members and staff must complete the course prior to December 31, 2016.

H. Reminder - One Hour of Sexual Harassment Training Requirement for Public Servants

All Board Members and Board staff must complete a minimum of one hour of education and training on sexual harassment no later than December 31, 2016. The course is available through the Department of Civil Service.

II. APPROVAL OF MINUTES

The regular and executive session minutes for the April 2016 Board Meeting were previously sent to Board members for review.

By motion of Mr. Bergeron, seconded by Mrs. Alizadeh and unanimously adopted, the Board approved the April 2016 regular session minutes as drafted and the executive session minutes as revised.

III. TREASURER'S REPORT

A. Financial statements for the period ended May 31, 2016 were presented for the Board's review. Financial statements for the quarter and fiscal year ended June 30, 2016 are not yet available, as OPEB and GASB68 data was not available in time to complete year end entries.

B. Audited Financials – FYE 06/30/14 and 06/30/15

The Louisiana Legislator Auditor's office published the Board's audited financial statements for the years ended June 30, 2014 and June 30, 2015 on May 18, 2016.

C. Bank signature authorizations

Iberia Bank requested a Board resolution to make changes to the authorized signers on our bank account.

By motion of Mrs. Hutchinson, seconded by Mr. Hazel and unanimously adopted, the Board adopted the following resolution:

“At its meeting of July 21, 2016, the State Board of Certified Public Accountants of Louisiana adopted the following **RESOLUTION**:

WHEREAS, in order to transact the State Board's legal fiscal business, all active board members should be an authorized signer of the Board's bank accounts; and

WHEREAS, from time to time it is necessary to remove an authorized signer of the Board's bank accounts when that board member is no longer serving as a board member; and

WHEREAS, it is in the Board's best interest that all Board members actively serving have authority to approve, sign, and perform financial transactions with our bank partners;

THEREFORE BE IT RESOLVED, that the State Board of Certified Public Accountants of Louisiana hereby approves that the following Board members be added as authorized signers of the Board's bank accounts: Sue S. Alizadeh, Grady R. Hazel, and Nicholas J. Langley; and

BE IT FURTHER RESOLVED, that the following Board members no longer serving the Board as a Board member be removed as authorized signers of the Board's bank accounts: Michael A. Tham, Mark P. Harris, and Michael B. Bruno; and

BE IT FURTHER RESOLVED that all board members actively serving and designated as authorized signers of the Board’s bank accounts shall have authority to approve, sign, and perform financial transactions with our bank partners.”

By motion of Mr. Hazel, seconded by Mrs. Alizadeh, the Board approves the Treasurer's report.

IV. DEATHS AND RESIGNATIONS

There were no deaths or resignations during the period from the last Board meeting to the current Board meeting.

V. CERTIFICATE & INACTIVE STATUS REINSTATEMENTS

A. Reinstatement of Certificates / Inactive Status That Expired March 2016 (Same Year Reinstatements)

The Executive Director informed the Board that the following CPAs and CPA Inactive Status Registrants with expirations on March 1, 2016, reinstated their CPA Certificates or CPA Inactive Status registrations. **(14 Total: 4 Active; 10 Inactive Status):**

Name	Credential Number	Certification Status
Darius Christopher Davenport	27702	Active
Wayne Clarence Dussel, Jr.	26541	Active
Marty W. French	24621	Active
Stephen Andrew Yost	24185	Active
Jan Daigle Alleman	15793	Inactive
Hyppolette Joseph Astugue	12875	Inactive
Julie C. Bonnette	21316	Inactive
John Leo Bosch	B18413	Inactive
Dianna Kay Pohl	20424	Inactive
Alyse Albritton Rodriguez	S26934	Inactive
Connie Johnson Walden	17529	Inactive
Ellen M. Walker	19994	Inactive
Gretchen Najolia Watford	27173	Inactive
Sankey Edgar Webb , III	13041	Inactive

VI. CPA EXAMINATION

A. CBT Results Compared - Previous Windows and National Rates Performance – All candidates – By section

April-May 2016 – 553 sections; 446 candidates (1.24 section per candidate):

	AUD		BEC		FAR		REG	
	No.	_____%	No.	_____%	No.	_____%	No.	_____%
<u>Louisiana:</u>								
Passed sect's	61	46.2%	62	43.7%	54	41.9%	63	42.0%
Failed sect's	<u>71</u>		<u>80</u>		<u>75</u>		<u>87</u>	
	132		142		129		150	
<i>National pass rate</i>		48.7%		56.3%		45.6%		49.9%

Jan-Feb 2016 – 489 sections; 408 candidates (1.20 section per candidate):

	AUD		BEC		FAR		REG	
	No.	_____%	No.	_____%	No.	_____%	No.	_____%
<u>Louisiana:</u>								
Passed sect's	60	43.8%	61	50.0%	55	42.3%	51	51.0%
Failed sect's	<u>77</u>		<u>61</u>		<u>75</u>		<u>49</u>	
	137		122		130		100	
<i>National pass rate</i>		44.9%		55.4%		44.7%		47.4%

Oct-Nov 2015 – 647 sections; 496 candidates (1.30 section per candidate):

	AUD		BEC		FAR		REG	
	No.	_____%	No.	_____%	No.	_____%	No.	_____%
<u>Louisiana:</u>								
Passed sect's	87	54.40%	85	53.10%	68	41.50%	83	50.90%
Failed sect's	<u>73</u>		<u>75</u>		<u>96</u>		<u>80</u>	
	160		160		164		163	
<i>National pass rate</i>		46.7%		55.0%		42.8%		47.1%

July-August 2015 – 687 sections; 513 candidates (1.34 section per candidate):

	AUD		BEC		FAR		REG	
	No.	_____%	No.	_____%	No.	_____%	No.	_____%
<u>Louisiana:</u>								
Passed sect's	95	49.5%	62	42.2%	86	48.0%	90	53.3%
Failed sect's	<u>97</u>		<u>85</u>		<u>93</u>		<u>79</u>	
	192		147		179		169	
<i>National pass rate</i>		48.2%		59.2%		50.4%		51.3%

April-May 2015 – 462 sections; 384 candidates (1.20 section per candidate):

	AUD		BEC		FAR		REG	
	No.	_____%	No.	_____%	No.	_____%	No.	_____%
<u>Louisiana:</u>								
Passed sect's	59	50.4%	55	48.3%	46	38.3%	49	44.1%
Failed sect's	<u>58</u>		<u>59</u>		<u>74</u>		<u>62</u>	
	117		114		120		111	
<i>National pass rate</i>		<i>49.2%</i>		<i>57.6%</i>		<i>48.9%</i>		<i>50.9%</i>

B. Candidates Passing Examination Sections – April/May/June 10th 2016 (65)

The following candidates passed the CPA examination. CPA Examination Services (CPAES) sent a final grade letter (“passing” letter) to these candidates notifying them they completed the examination and are eligible to apply for a Certificate if they have met the experience requirements.

Name	Name
Kate Adriaensen	Jamie LeBlanc
Jennifer Ardoin	Abby LeBleu
Jeremy Arsement	Aaron Lesher
Sydney Babin	Megan Maher
Sonny Blanchard	Joshua Marie
Amanda Borne	Sarah Martin
Jennifer Bourgeois	Vanessa McClain
Jonathan Brasseaux	Kara McCullough
Morgan Briggs	Olivia Melancon
Laura Casey	Danielle Menge
Michelle Clauss	Neil Newcomb
Matthew Cognevich	Archana Parajuli
Alexander Cohen	Matthew Petraitis
Samantha Cuellar	Christopher Province
Dirk Danos	Connor Randel
Lindsey Daugherty	Robert Rapp
Sara Derby	Dean Rials
Ran Duan	Miranda Roberts
Darren Duley	Brandon Sekinger
Casey Duplantier	Jeffrey Surprenant
Grant Duplechien	Jacob Thibodeaux
Brittany Elliser	Jennifer Thibodeaux
Drew Ferwalt	Steven Thibodeaux
John Forsell	Ricky Tiet
Christina Ganier	Sarah Trahan
Kathryn Guidry	Yvon Tran

Trenton Hardy
Kendra Harmon
Kieran Harper
Natalia Hernandez
David Holloway
Tatiana Jurzak
Eric LaBorde

Michelle Vargas
Amanda Waguespack
Megan Whittaker
Brian Wilcox
John Wolpers
Marie Wraight

C. Ratification of Board Determination for Official Release of Scores Conditioned on Completing Additional Semester Hours

The Board was asked to ratify its determination on this request. Ms. Christy Santangelo submitted a request concerning ineligibility to sit for the CPA exam in Louisiana because she was missing 3 semester hours of Cost Accounting and did not meet the Board's educational requirements to sit for the CPA exam. She had inadvertently taken a lower Managerial Accounting course at Northwestern State University, and believed it met the board's requirements. It did not; it was an introductory course similar to Principles of Accounting. Ms. Santangelo advised she had studied for the exam before applying and discovering this deficiency, so she petitioned the Board to allow her to move forward without official release of her score(s) to avoid losing her study efforts.

Upon motion by Mr. Langley, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board ratified its determination that Ms. Santangelo would be allowed to sit for the exam, with official release of the grades held until completion of the additional 3 hour Cost Accounting no later than August 31, 2016.

D. Ratification of Board Determination to Pre-approve Community College Credits (Request for 12 Community College Hours to be approved for 150 Hour Requirement)

The Board was asked to ratify its determination on this request. Ms. Yen Vo earned a bachelor of science from Loyola in Accounting in May 2016. She asked for the Board's pre-approval of 12 community college hours to be taken at Delgado Community College to complete 150 semester hours in order to sit for the CPA exam. Specifically, she requested approval to take 4 of the 5 following courses: ACCT 222 = Computerized Accounting Using Quickbooks, ACCT 218 – Payroll, SPCH 231 – Interpersonal Communication, PSYC 112 – Human Sexuality, or CMIN 204 – Fundamentals of Info Tech & Systems.

Upon motion by Mrs. Honoré Thomas, seconded by Mr. Bergeron and unanimously adopted, the Board ratified its determination that Ms. Vo be allowed to earn an additional 12 hours at Delgado Community College in any combination of the specific 5 courses as requested.

E. Ratification of Board Determination to Pre-approve Community College Credits (Request for 16 Community College Hours to be approved for 150 Hour Requirement)

The Board was asked to ratify its determination on this request. Ms. Yasmine Johnson earned a bachelor of science from Loyola in Accounting in May 2016. She asked for the Board’s pre-approval of 16 community college hours to be taken at Delgado Community College to complete 150 semester hours in order to sit for the CPA exam. Specifically, she requested approval to take the following courses: ACCT 222 – Computerized Accounting Using Quickbooks, ACCT 218 – Payroll, BUSL 250 – Legal Environment of Business, MARK 213 – Retailing, MANG 230 – Warehouse and Inventory Management, and BUSG 252 – Entrepreneurial Finance.

Upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Hazel and unanimously adopted, the Board ratified its determination that Ms. Johnson be allowed to earn an additional 16 hours at Delgado Community College for the specific courses as requested.

F. NASBA / CPA Application Extension Agreement

The Board’s office received a renewal agreement to extend the term of the agreement between NASBA and the Board which provides for NASBA to continue administering the CPA examination and applications beginning July 1, 2016 and ending June 30, 2017. No other provisions were modified. A copy was provided to the Board for review.

VII. APPROVAL OF CERTIFICATES (Issued / Reissued)

A. Ratification of Original Active Certificates Issued by the Executive Director

The following individuals passed the CPA examination and submitted applications for CPA Certificates. The Executive Director evaluated the applications and the applicants’ experience and issued CPA Certificates, subject to ratification by the Board.

Upon motion by Mr. Hazel, seconded by Mr. Langley and unanimously adopted, the Board ratified the issuance of the following CPA Certificates:

1. Current CPA Applicants (Passed Exam After June 1999) (45)

Name	Certificate Number	License Issue Date
Kevin Lee McCrory	28053	5/09/2016
Brandon W. Fernandez	28054	5/09/2016
Mukti Mahendra Patel	28055	5/09/2016
Evan Byron Hull	28056	5/09/2016
Alaina Brynn Hanson	28057	5/09/2016
Sarah Hebert-Lilley	28058	5/09/2016

Chase M. Ruiz	28059	5/09/2016
Amanda Louise Halley	28060	5/09/2016
Samantha Marie Seiter	28061	5/09/2016
Alyssa Marie Cart	28062	5/09/2016
Christopher Ryan Harless	28063	5/09/2016
Joseph Anthony Kelly	28064	5/09/2016
Taylor R. Landry	28065	5/09/2016
Kristin Amanda Leto	28066	5/09/2016
Spencer Blaine Lormand	28067	5/09/2016
Brittany Alyce Mahfouz	28068	5/09/2016
Michael Q. Nguyen	28069	5/09/2016
Joshua Clay Manuel	28072	5/18/2016
Lauren Dupre Tyson	28074	5/18/2016
Ashley Morgan Kirby	28075	5/21/2016
Mary Elizabeth Martin	28076	5/21/2016
Tracy L Cloud	28077	5/21/2016
Blaise G. Wabo	28078	5/21/2016
Ashley Porche Clayton	28079	5/21/2016
Hunter G. Storm	28080	5/24/2016
Molly Broussard	28081	5/24/2016
Ashley L. Dana	28082	5/24/2016
Morgan Brasher	28083	5/24/2016
Nicholas Overall Lynch	28084	6/12/2016
Frank Joseph Rabito III	28086	6/12/2016
Rebekah D. Schilling	28087	6/14/2016
Dennis Thomas O'Sullivan	28088	6/14/2016
Catherine Cummings Herman	28089	6/14/2016
Kristin Hobson Eaves	28090	6/14/2016
Lindsey Margaret Daugherty	28091	6/15/2016
Alexander David Roeling	28093	6/15/2016
Savannah Lynn Walker	28094	6/16/2016
Fernando Gallardo	28096	6/17/2016
Alexander Roger Cohen	28098	6/17/2016
Aaron P. Leshner	28099	6/17/2016
Brittany Kinsley Elliser	28100	6/17/2016
Britney Miller Benoit	28101	6/17/2016
Megan Melanie Maher	28102	6/27/2016
Justine Tureau Buckland	28104	6/27/2016
Michelle Elizabeth Clauss	28105	6/27/2016

**2. Reissuance of Certificates as Active (Licensed) (0)
(Previous CPA Examination - Passed Exam Before June 1999)**

There were no Reissuances of Certificates as Active (Licensed) since the prior Board meeting.

**B. Reinstatements of Prior Active Certificates (Licenses) (9)
Prior Year Reinstatement**

The following CPAs were initially licensed, later elected not to renew their licenses, and recently submitted applications to reinstate to active status. The Executive Director evaluated the applications and the applicants' experience and continuing education as applicable and re-issued CPA Certificates to Practice (License Reinstatements), subject to ratification by the Board.

Upon motion by Mr. Bergeron, seconded by Mr. Hazel and unanimously adopted, the Board ratified the re-issuance of the following CPA Certificates (License Reinstatements):

Name	Certificate No.	Active Certification Reinstatement Date
Jeffrey Allen Blanchard	23417	5/24/2016
Thomas LeBlanc Landry	23066	6/17/2016
Victoria Hart Hayes	26645	6/17/2016
Ashleigh Labit Hobbs	26728	5/21/2016
Robert P. Levine	15549	5/24/2016
Lance Paul Link	25077	5/10/2016
Lori Schmidt Schmitt	20539	5/11/2016
Jessica Lagasse Swanson	25498	5/25/2016
Bernadette S. Wege	19164	6/17/2016

**C. Reinstatements of Prior Inactive Certificates by Executive Director (1)
Prior Year Reinstatement**

The following CPAs have never been actively licensed, elected not to renew their Inactive certificate, and recently submitted applications to reinstate to inactive status. The Executive Director evaluated the applications and reinstated the CPA Certificates, subject to ratification by the Board.

Upon motion by Mrs. Alizadeh, seconded by Mr. Langley and unanimously adopted, the Board ratified the reinstatement of the following CPA Certificates:

Name	Certificate No.	Inactive Certification Reinstatement Date
Lonnie August Parker	22873	5/26/2016

D. Approval of Reciprocal Certificates Issued by the Executive Director (5)

The following individuals submitted applications for Louisiana Reciprocal Certificates. The Executive Director evaluated the applications and approved the Reciprocal Certificates, subject to ratification by the Board.

Upon motion by Mr. Hazel, seconded by Mrs. Honoré Thomas and unanimously adopted, the Board ratified the issuance of the following Reciprocal Certificates:

Name	Certificate No.	Issue Date	Original State
Richard E. Suid	S28070	5/09/2016	IN
Samantha Murrah-Morris	S28073	5/18/2016	GA
David T White	S28092	6/15/2016	NY
Terry K. Shaw	S28095	6/16/2016	VA
Brent L. Saunier	S28097	6/17/2016	GA

E. Approval by the Executive Director of Transfer of Grades for Original Louisiana Certificates (3)

The following individuals submitted Transfer of Grades applications for Louisiana Certificates. The Executive Director evaluated the applications and the applicants' experience and issued CPA Certificates, subject to ratification by the Board.

Upon motion by Mrs. Honoré Thomas, seconded by Mr. Bergeron and unanimously adopted, the Board ratified the issuance of the following CPA Certificates:

Name	Certificate No.	Issue Date
Fallon Agatha Foti	28071	5/09/2016
Claire A Mason	28085	6/10/2016
Alexander Joseph Szabo	28103	6/27/2016

F. Request for Board Waiver of Education Requirement for Transfer of Grades Application

Ms. Margaret Walker is requesting that the Board allow her to become licensed in Louisiana without fulfillment of the Board's education requirement. She has not taken 3 semester hours of business/commercial law content as required.

Ms. Walker submitted a Transfer of Grades application to the Board's office. She passed all four parts of the CPA exam as a California candidate by August 31, 2013 while a resident of California. She started working in November 2013 at Rothstein Kass until that firm was acquired by KPMG in June 2014. She continued to work in California for KPMG until she transferred to Louisiana as a KPMG employee in October 2014. She had not yet met the requirement to become licensed in California when she relocated to Louisiana.

Ms. Walker has met all of Louisiana's experience and education requirements except earning 3 hours of the commercial/business law required by Louisiana's State Board.

After consideration, upon motion by Mr. Bergeron, seconded by Mr. Hazel, the Board unanimously approved Ms. Walker's request for waiver of the Board's education requirement of 3-semester hours of business/commercial law for her Transfer of Grades application.

VIII. CPA FIRM PERMITS AND FIRM RELATED ISSUES**A. Reinstatements of CPA Firm Permits that Expired March 1, 2016 (0)
(Same Year Reinstatements)**

There were no firm permits reinstated same year during the period from the last Board meeting to the current Board meeting.

B. New CPA Firm Permit Applications

The following Firms submitted applications for CPA Firm Permits. The Executive Director reviewed the applications and determined that the Firms satisfied all requirements. The Executive Director issued the Firm Permits, subject to Board ratification.

1. New Firm Permits (9)

Firm Name	Firm Location	Firm Permit No.	Issue Date
Squar Milner LLP	CA	5322	5/12/16
Ellis M. Gill, CPA, LLC	LA	5323	5/18/16
Roosevelt Johnson, Jr., CPA, PC	OK	5324	5/21/16
Alison Edmonson, CPA	LA	5325	5/24/16
Patricia Basford, CPA	LA	5326	5/25/16
Andrew O. Pitman CPA, LLC	LA	5327	6/12/16
L. Cotton Thomas & Company	AR	5328	6/12/16
Chad M. Bailey, CPA, LLC	LA	5329	6/12/16
Rumbelow Consulting, LLC	LA	5330	6/12/16

Upon motion by Mr. Hazel, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board ratified the issuance of the above CPA Firm Permits.

2. Reinstatement of Firm Permits Expired In Prior Years (2)

Firm Name	Firm Location	Firm Permit No.	Issue Date
Harper, Rains, Knight & Co., PA	MS	1019	5/24/16
Kevin E. Alley	LA	4795	5/16/16

Upon motion by Mrs. Honoré Thomas, seconded by Mr. Hazel and unanimously adopted, the Board ratified the reinstatement of the above CPA Firm Permits.

3. CPA Firms – Change in Name or Legal Entity (4)

Firm Name	Firm Permit No.	Change	Issue Date
Robert D. Winston, Jr., CPA, LLC	615	Previously Winston & Dozier, Certified Public Accountants (A Professional Corporation)	7/01/16
Lawrence W. Pickett, Jr., APAC	2819	Previously Pickett & Company, CPAs	7/01/16
LP Consulting, LLC	3894	Previously Louis J. Puissegur, III, CPA	6/29/16
Wesley Anne Nelson, CPA, LLC	4973	Previously Wesley Anne Nelson, CPA	5/24/16

C. CPA Firms Retired or Canceled (1)

Firm Name	Firm Permit No.	Issue Date
Gurtner Zuniga Abney, LLC	4527	2006

D. Peer Review Items**1. Peer Review Oversight Committee (PROC) Reports**

The 2016 second quarter report and individual reports submitted by PROC Members on the AICPA Peer Review Program administered by the Society of Louisiana CPAs were provided for Board review.

**2. Peer Review Results – Prior Years vs Current Year to Date
(Accumulated from Louisiana Society Peer Review program)**

Peer Review Oversight Committee Report

(reported below by calendar year of presentation at Board Meeting)

	2016 to present	2015	2014	2013
Engagement Reviews	59	91	84	45
Pass	49	64	55	37
Pass w/def.	7	15	16	0
Fail	3	12	13	8
System Reviews	58	100	65	40
Pass	50	89	56	39
Pass w/def.	5	8	1	1
Fail	3	3	8	0
Grand Total	117	191	149	85

Approved by Technical Reviewer				
Engagement Reviews - Pass	15	15		

No. PROC meetings during calendar year 4 9 7 5

3. Report on Selected Staff Activity Stemming from Peer Reviews

	Since 04/25/2016 (previous Board Meeting)	Calendar Year Jan. 2016	Calendar Year Jan. 2015	Calendar Year Jan. 2014	Calendar Year Jan. 2013	Calendar Year Jan. 2012
# Practice Restrictions *	0	0	5	8	30	31
# Extensions	1	2	5	6	12	7
# Provisional Permits	0	0	0	0	0	7
# Year End Changes	1	2	5	5	5	12
# First Fail Letters	0	2	18	28	24	15

* Prior to 2014 Exemption from Peer Review Practice Restriction agreements were offered to firms which had no engagement to review during that PR cycle, but later may re-enroll into Peer Review.

IX. RECURRING MATTERS AND DEFERRED ITEMS

A. Society of Louisiana CPAs (LCPA)

Ronald Gitz, LCPA CEO/Executive Director, reported on the following items:

1. Legislative items
2. Other items of interest, including the AICPA’s current proposals for Peer Review Administration and Administrating Entities in the Peer Review Program

B. Statutes approved – Act 553 Effective August 1, 2016

Mrs. Saux updated the Board on final approval of the statutes. It was thought that the Board rules would need to be aligned with the new statutes before implementation of the law, but the Board’s attorneys have advised implementation is effective August 1, 2016 unless there is verbiage that the Board “may” provide for a particular provision. Thus, Board rules (administrative code) need to be reviewed more quickly than initially anticipated for changes.

Mrs. Hutchinson appointed Mr. Bergeron, Mr. Hazel, Mrs. Saux, and herself as members to the Rules Committee. That committee will meet and provide proposed changes to the Board.

C. Communications update

Mrs. Saux provided the working view for the Board’s home page on its revised website, and discussed the progress. It is expected that input will begin in the next few months.

Additionally, now that the home page for the website has been verbally approved, the image will be sent to NASBA for continuity with a newsletter. Mrs. Saux requested input from the Board on information and items of interest.

X. CPE ITEMS

A. CPE Extension Update

Mrs. Saux was appointed Investigating Officer for determination in these matters. The following extension requests have been received as of 07/18/2016:

	<u>2013-2015</u>	<u>2010-2012</u>
	<u>Report Period</u>	<u>Report Period</u>
Extension Agreements		
(to January 31 st)	77	57
Consent Orders	123	13
- closed/closing (44)		
- offered/accepted, in process (23)		
- requested extension, in process (56)		
Total CPE Extensions	200	70

Extenuating Circumstances	16	11
Failure to take Board-approved Ethics	162	

Ms. Wainright discussed findings, including the increase in non-compliance, and suggestions to be considered for the next CPE reporting cycle.

B. Expirations for Failure to File a CPE Reporting Form for the 2013-2015 Reporting Period (24)

330 letters were mailed to CPAs on May 20, 2016 informing them that the Board's office had not received their completed CPE Reporting Form, and that the CPE form must be submitted to the Board's office by June 3, 2016 or their License would be expired.

After considerable effort, it was determined that 24 CPAs had failed to submit their CPE Reporting forms for the 2013 – 2015 reporting period and were notified that their License was expired effective July 13, 2016.

<u>Name</u>	<u>Certificate Number</u>
Michael Maurice Achary	16823
Maureen Augenbaum	21374
Brandie Schenck Borde	23871
Rita Musacchia Borne	22993
Shawn M. Briggs	26944
Warren V. Camp	15964
Donald Wayne Carr	21330
Amy Monica Daniels	27503
Michael Thomas Fulco	26593
Katie Duhe Isbell	27491
Randal C. Langford	21610
Donna Albert Lasseigne	25675
Zebee McCullough	25689
Marla Sue McDaniel	22280
Don Meazell , Jr.	16567
Carole Marie Moser	26765
Tonya Theriot Mouton	23382
Eric Peter Sella	16994
S. Aaron Semon	25989
Wendy Massarini Sheasby	22648
Wayne Anthony Triche	21701
Margaret Williamson Vienne	18382
Charles Lyle Walker, Jr.	20348
Michael Ziegler	25924

C. CPE for LDR Task Force on Structural Changes on Budget and Tax Policy

LDR Secretary Robinson has asked through LCPA if attendance by members of the LDR Task Force at meetings and the research by LDR staff in preparation of those meetings would count as CPE.

The Task Force meets almost weekly. It was created to continue the budget and tax reform evaluations begun during the 2016 First Extraordinary Session, make recommendations of changes to the State's tax laws in an effort to modernize and enhance the efficiency and fairness of the State's tax policies for individuals and businesses, examine the structure and design of the state budget, make recommendations for long-term budgeting changes, and report to the legislature by September 1, 2016.

After discussion of Board Rules, specifically §1309(G), about CPE and whether an increased level of competency contributing directly to the professional knowledge of the individual was expected through the research being done, the Board agreed that attendance by members of the Task Force and research by LDR staff in preparation of those meetings would qualify as CPE. Any CPE reported would need to be documented sufficiently according to Board Rules.

Upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Bergeron, and unanimously approved, the Board determined that attendance by members of the Task Force would count as 1 hour of credit for each hour attended, while research by the Task Force and LDR staff would count as 1 hour of credit for each hour of research documented subject to a maximum of 10 hours for a calendar year (similar to published material.)

D. CPE Electronic Reporting

Mrs. Saux updated the Board with continued research, including the possibility of contracting with a vendor to create/code a CPE electronic reporting program that will work with CAVU.

E. Ethics requirement

The Board discussed a requirement of Professional Ethics for 2017. Mrs. Saux reported discussions with an educational video vendor used by another state board, as well as the steps taken by another much larger state board for a proposal. Due to the current projects and priorities of the Board and staff, it was suggested that the Board appoint an Ethics Committee to review proposals. It was also suggested that the Board not require specific hours or courses in Professional Ethics as mandatory CPE for 2017.

Mrs. Lowe-Ardoin, Mr. Langley, Mr. Hazel, and Mrs. Saux were appointed to the Ethics Committee for purposes of reviewing and presenting a recommendation to the Board for a Professional Ethics requirement for 2018. The Board agreed without objection to not require specific hours or courses of Ethics as mandatory CPE for 2017.

XI. NEW MATTERS

A. Retiring Members – Resolutions

1. Michael A. Tham, CPA

Upon motion by Mr. Bergeron, and with a unanimous second, the Board approved the following resolution expressing recognition and gratitude to former Board Member, Michael A. Tham, CPA for his years of service to the Board as summarized below:

“At its meeting of July 21, 2016, the State Board of Certified Public Accountants of Louisiana adopted the following **RESOLUTION**:

WHEREAS, our esteemed member and Chairman, Michael A. Tham, CPA has contributed to the guidance and destiny of the profession of public accounting by giving more than twenty-six years of devoted service to membership on the State Board of Certified Public Accountants of Louisiana; and

WHEREAS, he has consistently demonstrated his integrity and resourcefulness in the acceptance and performance of his various responsibilities and duties as a member of this Board and as its Chairman since 2003; and

WHEREAS, the current members of the Board realize how much he and his sound judgment and inspired leadership will be missed;

THEREFORE BE IT RESOLVED, that the State Board of Certified Public Accountants of Louisiana does hereby express to, Michael A. Tham, CPA its profound gratitude for a job very well done; and

BE IT FURTHER RESOLVED that a copy of this resolution be presented to him in testimony thereof.”

2. Mark P. Harris, CPA

Upon motion by Mr. Bergeron, and with a unanimous second, the Board approved the following resolution expressing recognition and gratitude to former Board Member, Mark P. Harris, CPA for his years of service to the Board as summarized below:

“At its meeting of July 21, 2016, the State Board of Certified Public Accountants of Louisiana adopted the following **RESOLUTION**:

WHEREAS, our esteemed member, Mark P. Harris, CPA has contributed to the guidance and destiny of the profession of public accounting by giving nearly twenty years of devoted service to membership on the State Board of Certified Public Accountants of Louisiana; and

WHEREAS, he has consistently demonstrated his integrity and resourcefulness in the acceptance and performance of his various responsibilities and duties as a member of this Board; and

WHEREAS, the current members of the Board realize how much he and his sound judgment will be missed;

THEREFORE BE IT RESOLVED, that the State Board of Certified Public Accountants of Louisiana does hereby express to, Mark P. Harris, CPA its profound gratitude for a job very well done; and

BE IT FURTHER RESOLVED that a copy of this resolution be presented to him in testimony thereof.”

The above Resolutions are to be suitably formatted, printed on special Board Resolution letterhead, and signed by the current Board members for presentation to the former members, including Michael B. Bruno, CPA (resolution adopted at April 2016 meeting).

A commemorative plaque, worded as is customary, has been obtained for presentation to each of the three former Board members at a dinner July 21, 2016.

B. Election of Officers and Appointment of Investigating Officers

1. Election of Officers

Chair Mrs. Hutchinson announced that an election of Board Officers for the year August 1, 2016 – July 31, 2017 was in order. Upon nomination by Mrs. Hutchinson, seconded by Mr. Hazel, Board Member Mrs. Alizadeh was elected to serve as Secretary of the Board and Board Member Mr. Bergeron was elected to serve as Treasurer of the Board.

2. Appointment of Investigating Officers

Chair Mrs. Hutchinson appointed the following Board Members as Investigating Officers for August 1, 2016 – July 31, 2017:

Mrs. Alizadeh, Mr. Hazel, and Mr. Langley

3. Resolution for Retiring Officers

Upon motion by Mr. Hazel, seconded by Mr. Bergeron, the Board unanimously approves a resolution expressing its thanks to the retiring officers for their dedicated service to the State Board.

RESOLUTION

THEREFORE, BE IT RESOLVED that the State Board of CPAs of Louisiana expresses its thanks to the retiring officers for their dedicated service to the State Board for the year ended July 31, 2016.

C. Providing Services to Businesses in the Marijuana Industry

The Board's office recently received a call regarding CPAs providing services to businesses in the marijuana industry. Several State Boards have issued statements regarding their positions. AICPA's publication of Current Board Positions for 8 boards was provided to Board Members for discussion purposes.

After discussion, the Board expressed that its current position would be that Louisiana CPAs should consult with legal counsel on providing services to businesses in the marijuana industry.

D. Substantial Equivalency – California

To date the board has recognized 52 jurisdictions as being substantially equivalent in its licensing requirements. The remaining jurisdictions that have not been recognized by the Board are California and the Virgin Islands.

The Board's office has reviewed information from NASBA's website recommending that California be considered substantially equivalent. California passed into law legislation which required only one available path to licensure and meeting the 3E pathway for applicants effective December 31, 2015.

It is recommended that California be approved for substantial equivalency regarding CPA licenses.

The Virgin Islands has passed legislation which requires the sole available path to licensure to meet the 3E pathway for applicants to be effective May 16, 2020.

Upon motion by Mr. Hazel, seconded by Mr. Langley and unanimously adopted, the Board approved acceptance of CPAs from California as substantially equivalent.

XII. INFORMATION ITEMS AND ANNOUNCEMENTS**A. CPA, CPA Inactive, and CPA Firm Registrants as of June 30**

	2016	2015		2014	2013	2012
	<u>Registered</u>	<u>Registered</u>	<u>Difference</u>	<u>Registered</u>	<u>Registered</u>	<u>Registered</u>
Active	7,361	7,419	-58	7,288	7,063	7,119
Inactive	3,005	3,018	-13	3,111	3,256	3,235
Firms	2,147	2,192	-45	2,189	2,195	2,210
TOTAL REGISTERED	12,513	12,629	-116	12,588	12,514	12,564

B. State Travel**1. State Contracted Travel Agency**

Shorts Travel Management remains the state contracted travel agency for the new fiscal year. All travel must be booked through Shorts Travel Management. The contact information is:

Shorts Travel Management
Toll Free Telephone No. 1-888-846-6810 Fax (319) 433-0847
E-mail: state@shortstravel.com
Web: www.shortstravel.com/la

2. 2016–2017 Louisiana Pocket Guide to Travel Regulations

A copy of the 2016-2017 Pocket Guide to Travel Regulations was provided to all Board Members.

A complete Louisiana Travel Guide can be found at the Division of Administration website: <http://www.doa.la.gov/Pages/default.aspx> Click on “State Agencies” and then “Travel”

Pocket: <http://www.doa.louisiana.gov/osp/travel/travelpolicy/pocketguide.pdf>

Entire travel guide:

<http://www.doa.la.gov/osp/Travel/travelpolicy/2016-17-TravelGuide.pdf>

3. Board Travel Policy Summary

An updated policy summary was provided for review and approval. Specific items to note are:

Any vehicle rental (in state or out) must be via state contract and cannot be for personal use.

Mileage reimbursement rate for the 2016 – 2017 fiscal year remains the same as the previous year. It is currently \$.51 per mile.

Receipts are required for all transactions, including meals (to document that alcoholic beverages were not included).

Upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Langley and unanimously adopted, the Board approved the updated Board Travel Policy Summary for 2016-2017.

XIII. REPORTS ON CONFERENCES / MEETINGS

A. NASBA Western Regional Meeting (Louisiana is a part of the Western Region)
June 22 – 24, 2016

Mrs. Hutchinson, Mr. Langley, and Mrs. Saux attended, and reported to the board that topics of regional interest included the CGMA designation and the AICPA Peer Review Administration proposals.

XIV. FUTURE MEETING / CONFERENCE DATES

A. NASBA 109th Annual Meeting
October 30 – November 2, 2016
Austin, TX

All board members will try to attend.

B. 35th Annual Conference for Executive Directors
March 14-15, 2017
New Orleans, LA

C. 22nd Annual Conference for Legal Counsel
March 14-15, 2017
New Orleans, LA

D. NASBA Western Regional Meeting (includes Louisiana)
June 6-8, 2017
Coeur d'Alene, Idaho

E. NASBA Eastern Regional Meeting
June 27-29, 2017
Newport, RI

XV. UPCOMING BOARD OFFICE HOLIDAYS

September 5, 2016	Labor Day
November 8, 2016	Election Day
November 11, 2016	Veterans Day

XVI. NEXT BOARD MEETINGS

A. Future Board Meetings

Wednesday, October 19, 2016 through Friday, October 21, 2016 has been previously reserved for the October 2016 Board meeting. Wednesday, October 19th was reserved for any administrative hearings to be held.

Due to schedule conflicts, the Board rescheduled its October meeting to Wednesday, November 16, 2016 through Friday, November 18, 2016. November 16th is specifically reserved for any administrative hearings to be held.

The Board reserved Thursday, January 19, 2017 through Friday, January 20, 2017 for its January 2017 Board meeting. Wednesday, January 18th was reserved for any administrative hearings to be held.

B. April 2017 Board Meeting

The Board reserved Wednesday, April 26, 2017 through Friday, April 28, 2017 for its April 2017 Board meeting. Wednesday, April 26th was reserved for any administrative hearings to be held.

XVII. EXECUTIVE SESSION MATTERS

In order to report on the status of compliance with Board Decisions and Consent Orders and status of investigations, and to address other executive session matters, an executive session was convened and called to order by Chair Mrs. Hutchinson on July 22, 2016 upon motion(s) made, as follows:

Upon motion by Mr. Bergeron, seconded by Mr. Langley, and unanimously adopted, the Board went into executive session on July 22, 2016 at 9:07 a.m. Upon motion by Mr. Hazel, seconded by Mrs. Alizadeh and unanimously adopted, the executive session adjourned at 11:33 a.m.

A. CPE Request – Jim Ernest Miller, CPA

The Board considered the Request for a twelve (12) hour CPE waiver for the 2013-2015 CPE reporting cycle for Mr. Miller due to a personal hardship. Upon motion by

Mrs. Honoré Thomas, seconded by Mr. Langley, the Board, by a vote of 7-0, granted the request.

**B. Consideration of Consent Order
Sean Michael Bruno – File No. 2012-25**

Upon motion by Mr. Bergeron, seconded by Mrs. Alizadeh, the Board, by a vote of 6 to 0 approved the Consent Order in this matter. Mr. Hazel recused himself from the vote.

**C. Consideration of Consent Order
John Winfred O’Bryan – File No. 2015-5**

Upon motion by Mrs. Lowe-Ardoin, seconded by Mrs. Honoré Thomas, the Board, by a vote of 7 to 0 approved the Consent Order in this matter.

**D. Consideration of Consent Order
Cindy L. Roth – File No. 2014-35**

Upon motion by Mr. Hazel, seconded by Mrs. Honoré Thomas, the Board, by a vote of 5 to 2 approved the Consent Order.

E. Files Recommended To Be Closed With no Cause for *Further* Action (30)

- File No. 2016-1
- File No. 2016-3
- File No. 2016-12
- File No. 2016-14
- File No. 2016-23
- File No. 2016-45
- File No. 2016-48
- File No. 2016-52
- File No. 2016-54
- File No. 2016-57
- File No. 2016-62
- File No. 2016-63
- File No. 2016-64
- File No. 2016-65
- File No. 2016-67
- File No. 2016-68
- File No. 2016-69
- File No. 2016-70
- File No. 2016-72
- File No. 2016-73
- File No. 2016-74
- File No. 2016-75
- File No. 2016-76
- File No. 2016-77

File No. 2016-78
File No. 2016-79
File No. 2016-80
File No. 2016-81
File No. 2016-83
File No. 2016-84

Upon motion by Mrs. Lowe-Ardoin, seconded by Mrs. Honoré Thomas, the Board found no cause for further action and officially closed the above files.

F. Files Recommended to Be Closed with No Cause for Action (2)

File No. 2015-41
File No. 2015-35

Upon motion by Mrs. Honoré Thomas, seconded by Mr. Bergeron, the Board found no cause for action and officially closed the above files.

G. Acceptance of Reports

Upon motion by Mr. Hazel, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board accepted the reports made by each respective Investigating Officer on the status of their investigative files and other reports on status of matters provided by Board staff.

XVIII. ADJOURNMENT

Thursday, July 21, 2016:

There being no further business to discuss, upon motion by Mr. Langley, seconded by Mrs. Alizadeh and unanimously adopted, the meeting adjourned at 5:04 p.m. on July 21, 2016.

Friday, July 22, 2016:

There being no further business to discuss, upon motion by Mr. Langley, seconded by Mrs. Honoré Thomas and unanimously adopted, the meeting adjourned at 11:45 a.m. on July 22, 2016.