

MINUTES

STATE BOARD OF CERTIFIED PUBLIC ACCOUNTANTS OF LOUISIANA

601 Poydras Street, Suite 1770
New Orleans, Louisiana 70130

November 12 - 13, 2012

The regular meeting of the State Board of Certified Public Accountants of Louisiana was called to order by Chairman Mr. Tham on Monday, November 12, 2012 and Tuesday, November 13, 2012, in the offices of the Board at 601 Poydras Street, Suite 1770, New Orleans, Louisiana, 70130, and at Dillard University, 2601 Gentilly Boulevard, New Orleans, Louisiana, 70122.

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:

Michael A. Tham, CPA	-	Chairman
Michael B. Bruno, CPA	-	Secretary
Mark P. Harris, CPA	-	Treasurer
Desireé Honoré Thomas, CPA	-	Member
Michael D. Bergeron, CPA	-	Member
Lynn V. Hutchinson, CPA	-	Member
Letti Lowe-Ardoin, CPA	-	Member

Also present were:

Staff:	Michael A. Henderson, CPA	-	Executive Director
	Clinton J. Cognevich	-	Director of Administration
	Lisa A. Benefield	-	Compliance Investigator 2
	Carolyn A. Wainright	-	Administrative Assistant
Guests:	Ronald A. Gitz, II, CPA	-	Executive Director, LCPA
	Michael Decker	-	AICPA
	Kim Drumgo	-	AICPA
	Neisha Fredericks	-	AICPA

The meeting was called to order by Chairman Mr. Tham at 9:25 a.m. on Monday, November 12, 2012, in the offices of the Board, upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Bruno and unanimously adopted.

The meeting was called to order by Chairman Mr. Tham at 9:00 a.m. on Tuesday, November 13, 2012, at Dillard University, upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Bruno and unanimously adopted.

I. CHAIRMAN'S REPORT

A. Staff Performance Adjustments

1. Classified Employees

Mr. Henderson reported that all Board classified employees received a 4% performance adjustment effective October 1, 2012, for the July 1, 2011 through June 30, 2012 period, in accordance with the new Civil Service provisions.

2. Unclassified Employees

Board unclassified employees, Executive Director Mr. Henderson and Director of Administration Mr. Cognevich, received performance adjustments effective October 1, 2012, as was approved by the Board at the August 2012 Board Meeting.

B. One Hour of Governmental Ethics Requirement for Public Servants

Mr. Henderson reported that all Board staff have completed the required one hour of education and training on the Louisiana Code of Governmental Ethics for 2012. A certificate of completion for each employee has been placed in their file. The Board affirmed that the State Ethics course would qualify for CPE for CPA practitioners and CPAs employed in government.

C. Purchase of New Desk Chairs

Seven (7) new desk chairs were purchased for the Board's office at a cost of \$238 each, from Louisiana Office Products which holds the state contract for desk chairs.

II. APPROVAL OF MINUTES

The regular and executive session minutes for the August 2012 Board Meeting were previously sent to Board members for review. By motion of Mr. Bergeron, seconded by Mr. Bruno and unanimously adopted, the Board approved the August 2012 regular and executive session minutes as drafted.

III. DEATHS AND RESIGNATIONS**A. Deaths (6)**

Name	Cert. No.	Year Issued	Cert. Status
Derek Paul Buras	22442	1995	A
Donald Charles Deville	16497	1983	A
Wallace Klein Mitchell	8779	1974	A
Tom R. Richardson	7576	1972	A
Tommy Taylor Thomas	4961	1969	A
William G. Zachary	19900	1989	A

A moment of silence was observed in memory of the above.

B. Resignations (6)

The Executive Director informed the Board that the following Certified Public Accountants requested that their CPA Certificates be voluntarily retired. Accordingly, their Certificates were placed in retired status.

Name	Cert. No.	Year Issued	Cert. Status
Peter T. Cangany	B25298	2005	A
Mary Wells Carmody	19557	1989	A
Kenneth J. Hembel	10045	1975	IA
David R. Hoffman	B13730	1979	IA
Donald Hall Johnson	6106	1970	IA
Albert Edward Sampey	B21065	1992	A

IV. CERTIFICATE AND INACTIVE STATUS EXPIRATIONS AND REINSTATEMENTS**A. Reinstatements of Certificates / Inactive Status that Expired March 1, 2012**

The Executive Director informed the Board that the following CPAs and CPA Inactive Status Registrants, with expirations on March 1, 2012, reinstated their CPA Certificates or CPA Inactive Status registrations since the August 2012 Board Meeting. **(10 Total: 4 Active and 6 Inactive Status):**

Name	Certificate Number	A / IA
Colleen Rose Angerdina	26206	A
Randy Paul Deroche	25230	A
Jennifer G. Goodlet	25349	A
Glen G. Post	B25224	A

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Name	Certificate Number	A / IA
Michael Overton Aldridge	B16659	IA
Shirley Broussard Binner	13831	IA
Vicki Grimm Herbert	19536	IA
Charles Henry Moniotte	12689	IA
Stella Gnyp Roy	17774	IA
Patrick Brian Shelton	23717	IA

B. Reinstatement of Inactive Status from Prior Years (2)

The Executive Director informed the Board that the following CPA Inactive Status Registrants reinstated their CPA Inactive Status registrations from prior years.

Name	Certificate Number
Bonnie Ann Schnadelbach	18365
Willoughby G. Simoneaux	20332

V. TREASURER'S REPORT

- A.** The Annual Financial Report (AFR) for the fiscal year ended June 30, 2012, reflecting total revenues of \$921,236 and operating expenses of \$846,412 and non-operating revenue of \$2,868, resulting in an increase in net assets of \$77,692, was sent on September 4, 2012 to the appropriate agencies. The normal August 30th due date was affected by Hurricane Isaac as state offices were closed the last week of August.
- B.** Financial statements for the year to date period ended October 31, 2012 were presented for the Board's review.
- C.** Mr. Henderson reported that it would likely be necessary to amend the FY 12-13 projected budget, due to the fact that the budget was determined under the assumption that the state's salary freeze would remain in effect, and before the increase in the LASERS employer contribution rate was known. Amendments to the FY 12-13 budget will be considered at the January 2013 Board Meeting.

By motion of Mr. Harris, seconded by Mrs. Lowe-Ardoin, the Board approved the Treasurer's report.

VI. CPA EXAMINATION

- A. CPA Examination Update**
Michael Decker, AICPA Director of Exam Development

Mr. Decker provided updates on the status of the Uniform CPA Examination.

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

Jul-Aug 2012 – 604 sections; 468 candidates (1.29 sections per candidate):

	AUD		BEC		FAR		REG	
	No.	%	No.	%	No.	%	No.	%
<u>Louisiana:</u>								
Passed sect's	78	53.42%	85	58.22%	87	58.39%	82	50.31%
Failed sect's	<u>68</u>		<u>61</u>		<u>62</u>		<u>81</u>	
	<u>146</u>		<u>146</u>		<u>149</u>		<u>163</u>	
<i>National pass rate</i>		50.08%		57.63%		53.91%		51.26%

Apr-May 2012 – 501 sections; 392 candidates (1.28 sections per candidate):

	AUD		BEC		FAR		REG	
	No.	%	No.	%	No.	%	No.	%
<u>Louisiana:</u>								
Passed sect's	60	39.74%	60	50.00%	44	40.74%	53	43.44%
Failed sect's	<u>91</u>		<u>60</u>		<u>64</u>		<u>69</u>	
	<u>151</u>		<u>120</u>		<u>108</u>		<u>122</u>	
<i>National pass rate</i>		47.81%		53.17%		46.49%		49.62%

Jan-Feb 2012 – 528 sections; 416 candidates (1.27 sections per candidate):

	AUD		BEC		FAR		REG	
	No.	%	No.	%	No.	%	No.	%
<u>Louisiana:</u>								
Passed sect's	54	41.86%	64	45.71%	56	47.06%	58	41.43%
Failed sect's	<u>75</u>		<u>76</u>		<u>63</u>		<u>82</u>	
	<u>129</u>		<u>140</u>		<u>119</u>		<u>140</u>	
<i>National pass rate</i>		44.90%		48.637%		43.84%		45.00%

Oct-Nov 2011 – 665 sections; 497 candidates (1.34 sections per candidate):

	AUD		BEC		FAR		REG	
	No.	%	No.	%	No.	%	No.	%
<u>Louisiana:</u>								
Passed sect's	74	44.85%	80	47.90%	65	42.76%	85	46.96%
Failed sect's	<u>91</u>		<u>87</u>		<u>87</u>		<u>96</u>	
	<u>165</u>		<u>167</u>		<u>152</u>		<u>181</u>	
<i>National pass rate</i>		43.18%		45.447%		43.94%		44.39%

Jul-Aug 2011 – 706 sections; 513 candidates (1.38 sections per candidate):

	AUD		BEC		FAR		REG	
	No.	%	No.	%	No.	%	No.	%
<u>Louisiana:</u>								
Passed sect's	81	43.55%	63	41.18%	87	45.31%	83	47.43%
Failed sect's	<u>105</u>		<u>90</u>		<u>105</u>		<u>92</u>	
	<u>186</u>		<u>153</u>		<u>192</u>		<u>175</u>	
<i>National pass rate</i>		47.06%		52.06%		49.52%		45.37%

C. Candidates Passing Examination Sections – July / August 2012 (56)

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

Name	Name
Julie L. Adams	Alice B. Allen
Jamie L. Anderson	Scott Barclay
Ryan R. Bloss	Amanda D. Book
Robert M. Bozzelle, III	Nicole Candebat
Laura A. Catalanello	Kristina S. Chadwick
Theresa E. Chatelain	David T. Cole
Ashlie E. Danna	Allison M. Davis
Hannah M. Doles	Allison B. Duke
Christopher M. Eldredge	George D. Fauber, III
Jennifer A. Fletcher	Katie M. Gautreaux
Samuel J. Guidry	Chunxia Han
Casey J. Hebert	Chad T. Hebert
Alayna C. Huckaby	Ashley S. Hutchins
Jennifer M. Jeandron	Michele M. Keeton
Leslie E. Kelly	Andrew P. Kraus
Heather G. Lee	Cody H. Loup
Jordan D. Malboeuf	Jamie B. Morgan
Nonso E. Okpala	Daniel M. Packard
Kevin E. Parrish	James E. Pattison
Marcy H. Pepper	Stephanie R. Perkins
Stephanie L. Perque	Candace M. Reynolds
Kendall L. Rodrigue	Phillip Scalisi
Gregory P. Sentilles	Funmilola Shittu
Marhorie R. Shuler	Jeffrey Singer
Natalie A. Sirven	Sarah E. Slater

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Name	Name
Chad J. Stelly	Jin Wang
Richard S. Weil	Angela C. Williams
Jenifer Zaunbrecher	Rachel E. Ziober

VII. APPROVAL OF CERTIFICATES (Issued / Reissued)

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

The Executive Director informed the Board that 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 Mrs. Honoré Thomas, seconded by Mrs. Hutchinson and unanimously adopted, the Board ratified issuance of the following CPA Certificates (Items A.1 & 2):

1. Current CPA Examination (Passed Exam After June 1999) (56)

Name	Certificate Number	Issue Date
Kyle Joseph Buzzanca	27056	August 14, 2012
Allen T. Liu	27057	August 14, 2012
Jack Jie Yu	27058	August 14, 2012
Nikki Elizabeth Calato	27061	September 17, 2012
Christopher Lawrence Dick	27062	September 17, 2012
Ryan Lee Earles	27063	September 17, 2012
Max David Edelman	27064	September 17, 2012
Grace Ann Richey	27065	September 17, 2012
Amanda Book Brown	27069	September 27, 2012
Kristina Sojka Chadwick	27070	September 27, 2012
Julie Lynn Adams	27072	October 8, 2012
Christopher David Baer	27073	October 8, 2012
Megan Alyce Doiron	27074	October 8, 2012
Chrissy Dubroc	27075	October 8, 2012
Mark A. Huston	27076	October 8, 2012
Ashley Shreve Hutchins	27077	October 8, 2012
Michele Delaune Keeton	27078	October 8, 2012
Courtney A. LaBorde	27079	October 8, 2012
Candace Marie Reynolds	27080	October 8, 2012
Kendall Lawrence Rodrigue	27081	October 8, 2012

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Name	Certificate Number	Issue Date
Lindsay Claire Walton	27082	October 8, 2012
David L. Watters	27083	October 8, 2012
Theresa Eileen Chatelain	27086	October 10, 2012
David Thomas Cole	27087	October 10, 2012
Allison Marie Davis	27088	October 10, 2012
Allison B. Duke	27089	October 10, 2012
Jennifer Aponte Fletcher	27090	October 10, 2012
Samuel James Guidry	27091	October 10, 2012
Casey Joseph Hebert	27092	October 10, 2012
Jennifer Mary Jeandron	27093	October 10, 2012
Heather Gautreaux Lee	27094	October 10, 2012
Marjorie Richardson Shuler	27095	October 10, 2012
Angela Callahan Williams	27096	October 10, 2012
Chunxia Han	27097	October 19, 2012
Alice Bourgeois Allen	27098	October 22, 2012
James Niklaus Blossman	27099	October 22, 2012
Nicole Elizabeth Candebat	27100	October 22, 2012
Ashlie Elizabeth Danna	27101	October 22, 2012
Katie Gautreaux	27102	October 22, 2012
Joseph John Imarata	27103	October 22, 2012
Andrew Paul Kraus	27104	October 22, 2012
Cody Harrell Loup	27105	October 22, 2012
Jordan Daniel Malboeuf	27106	October 22, 2012
Katherine L. Roberts	27107	October 22, 2012
Gregory Philip Sentilles	27108	October 22, 2012
Natalie Ann Sirven	27109	October 22, 2012
Chad J. Stelly	27110	October 22, 2012
Jin Wang	27111	October 22, 2012
Richard Simon Weil	27112	October 22, 2012
Alayna Clark Huckaby	27118	October 24, 2012
Scott M. Barclay	27119	November 7, 2012
Kristie Ann Giglio	27120	November 7, 2012
Michelle Renee Girau	27121	November 7, 2012
Stephanie Renee Perkins	27122	November 7, 2012
Sarah Elizabeth Slater	27123	November 7, 2012
Janifer Nichole Zaunbrecher	27124	November 7, 2012

**2. Re-issuance of Certificates as Active (Licensed) (5)
(Previous CPA Examination - Passed Exam Before June 1999)**

Name	Certificate Number	Re-issue as Active Date
Geralyn Albro Paolino	21081	August 14, 2012
John Patrick Curley	22527	August 14, 2012
Denise Theresa Malone	21617	October 22, 2012
Bonnie Ann Schnadelbach	18365	October 22, 2012
Kathy Wilson Pettis	21915	November 7, 2012

B. Reinstatements of Prior Active Certificates (Licenses) by Executive Director (13)

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

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

Name	Number	Active Certificate Reinstatement Date
Elizabeth Margaret Downer	B22446	August 14, 2012
Michael J. Titone	21960	September 20, 2012
Lois Millicent Abrams	17642	October 8, 2012
Sarah Phillips Boudreaux	23615	October 22, 2012
Dale Frederick Oser	15268	October 24, 2012
Cynthia Boyter Riley	20925	October 24, 2012
Karl Edward Schwabauer	23872	October 24, 2012
James Allen Smith	21450	October 24, 2012
Keith L. Voigts	B10312	October 24, 2012
Allison B. Bourgeois	24854	November 7, 2012
Lee Ezekiel McLendon	13589	November 7, 2012
Eleanor G. Sharpe	21445	November 7, 2012
Valerie Montelaro Webre	23371	November 7, 2012

C. Approval of Reciprocal Certificates Issued by the Executive Director (15)

The Executive Director informed the Board that 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. Bergeron, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board ratified the issuance of the following Reciprocal Certificates (Item C):

Name	Certificate Number	Issue Date	Original State
Johnathon Darwin Dobbs	S27059	August 14, 2012	AL
Michael Robert Hufnagel	S27060	August 14, 2012	NY
Virginia E. Hoff	S27068	September 17, 2012	AZ
Anna Johnson Whittenbarger	S27084	October 8, 2012	GA
Tena Patterson Yeary	S27085	October 8, 2012	TX
Christine Hidalgo Ford	S27113	October 22, 2012	TN
Sadia Irshad Ali	S27114	October 22, 2012	TX
James Jonathan Driskell	S27115	October 22, 2012	TX
Courtney Ellison Harvell	S27116	October 23, 2012	TX
Scott Christopher Booren	S27125	November 7, 2012	PA
Thomas L. Driskell	S27126	November 7, 2012	TX
Pamela Bartula Edwards	S27127	November 7, 2012	TX
Elizabeth Ballentine Gierhart	S27128	November 7, 2012	SC
Callie Ray Jamison	S27129	November 7, 2012	TX
Duran McDew	S27130	November 7, 2012	GA

D. Approval by the Executive Director of Transfer of Grades for Original Louisiana Certificates (4)

The Executive Director informed the Board that the following individuals submitted applications for transfer of CPA examination grades to Louisiana for original Louisiana CPA Certificates. The Executive Director evaluated and approved the applications, as to the individuals having met the residency, examination, educational, and experience requirements, and issued the Certificates, subject to ratification by the Board.

Upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Harris and unanimously adopted, the Board ratified the issuance of the following Certificates (Item D):

Name	Certificate Number	Issue Date
Samuel Carson Kimball	27066	September 17, 2012
Frank Joseph Mosby	27067	September 17, 2012
Chukwuemeka Johnpaul Ogbuokiri	27071	October 8, 2012
Sarah Elizabeth Whatley	27117	October 23, 2012

**E. Application for Reissuance as Active (License) for Board Consideration
Toni Hancock Green**

The Board considered the experience documentation submitted by Mrs. Green. Upon motion by Mr. Harris, seconded by Mrs. Honoré Thomas and unanimously adopted, the Board determined that Mrs. Green had met the experience requirements and approved the reissuance of her CPA Certificate as active.

TONI HANCOCK GREEN
CERTIFICATE NO. 20470

VIII. CPA FIRM PERMITS AND FIRM RELATED ISSUES

A. Reinstatements of CPA Firm Permits that Expired March 1, 2012 (0)

The Executive Director informed the Board that there were no CPA Firms, with expirations on March 1, 2012, that reinstated the CPA Firm Permits since the August 2012 Board Meeting.

B. CPA Firm Permit Applications

The Executive Director informed the Board that 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.

Upon motion by Mr. Bruno, seconded by Mr. Harris and unanimously adopted, the Board ratified the issuance of the following CPA Firm Permits (Items B 1, 2 and 3):

1. New Firm Permits (13)

Firm Name	City	Firm Permit Number	Issue Date
David M. Hartt, CPA, APAC	West Monroe, LA	5024	August 6, 2012
Robert J. Durel, CPA, LLC	Lafayette, LA	5025	August 14, 2012
Mark J. Lacour, CPA, LLC	New Orleans, LA	5026	August 14, 2012
Frazer & Persac, LLC	Baton Rouge, LA	5027	August 14, 2012
Kevin P. Martin, Jr.	Braintree, MA	5028	August 14, 2012
Edward Richardson, Jr. CPA	West Southfield, MI	5029	October 5, 2012
PSK, LLP	Arlington, TX	5030	October 5, 2012
J.H. Cohn LLP	Roseland, NJ	5031	October 5, 2012
Sylvia Johnston, CPA LLC	New Orleans, LA	5032	October 5, 2012
Joshua L. Ortego, CPA	Ville Platte, LA	5033	October 5, 2012
Magen Smith CPA LLC	New Iberia, LA	5034	October 5, 2012
Jerry W. Metcalf, CPA	Stonewall, LA	5035	October 5, 2012
Fiondella, Milone & Lasaracina, LLP	Glastonbury, CT	5036	October 5, 2012

2. Reissuance of Firm Permits (Due to Change in Legal Entity) (0)

There were no Reissuance of Firm Permits due to change in legal entity since the August 2012 Board Meeting.

3. Reinstatement of Firm Permits Expired In Prior Years (0)

There were no reinstatement of Firm Permits from prior years since the August 2012 Board Meeting.

C. Peer Review Oversight Committee (PROC) Reports

Reports dated August 14, 2012 and October 9 and 17, 2012 submitted by PROC Member Mr. Updegraff were reviewed by the Board.

D. Approval of Contract for New PROC Member

Chairman Mr. Tham reported that John Charles Parker, II, CPA agreed to serve on the Board’s Peer Review Oversight Committee (PROC). Mr. Parker’s contract will be for the period November 13, 2012 - June 30, 2013. The contract is the same as the current PROC Members: \$150 per hour with a maximum of \$6,000.

Upon motion by Mr. Bergeron, seconded by Mrs. Lowe-Ardoin, the Board approved the contract for John Charles Parker, II, CPA to serve on the Board’s Peer Review Oversight Committee for the period November 13, 2012 - June 30, 2013.

E. Report on Peer Review Items

The Board reviewed the following report.

<u>Item</u>	<u>Since August 2012 Board Meeting</u>	<u>Total</u>
Agreement to Restrict Practice	3	65
Agreement to Restrict Practice to SSARS 8	0	6
Peer Review Extensions	1	23
Provisional Permits	4	17
Year End Changes	4	20
First Fail Letters	7	49

F. Request for Authorization for Continuation of Firm Single Owner Firm - Death of Owner

Mr. Cognevich reported that the heirs of Donald C. Deville, CPA, who passed away on August 25, 2012, had submitted the documents required by La. Rev. Stat. §37:77.1, for authorization of the continuation of the firm for up to twelve months.

Upon motion by Mr. Bergeron, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board granted authority for the Firm of Donald C. Deville, CPA to continue to operate for a period of up to twelve months after his death.

IX. RECURRING MATTERS AND DEFERRED ITEMS

A. Update on Request from Delgado Community College for Acceptance of Courses for Educational Requirements for the CPA Examination

Mr. Henderson reported on this matter to the Board. After discussion, the Board deferred action until the April 2013 Board Meeting. Items to be considered include (1) a review of accounting curricula of the various Louisiana colleges and universities to ascertain the division or level various accounting subjects are taught, (2) the admission standards among the schools, and (3) a comparison of the accreditation process for community colleges and four-year schools.

Mr. Henderson will discuss the matter further with the Mr. Ron Gitz, LCPA Executive Director, and the Chair of the Accounting Educators Committee in order to determine if the LCPA can provide assistance. He will also inform Delgado of the status of the matter.

B. NASBA Items

Mr. Harris, past Chairman of NASBA, reported on NASBA topics or items of interest. Key topics being reviewed by NASBA at this time are CPA firm mobility and the attest definition.

C. Society of Louisiana CPAs (LCPA)

Ron Gitz, LCPA Executive Director, discussed matters of interest to the Board and the profession.

D. Report of Board Rules Committee on Firm Names

At the April 2012 Board Meeting the Board authorized the establishment of a committee to review the Board's statutes and rules in light of the Secretary of State's rules on trade names, and to report to the Board. Chairman Mr. Tham appointed Board Members Mrs. Honoré Thomas and Mrs. Lowe-Ardoin to serve on the committee.

The Board reviewed correspondence from Adams and Reese, LLP concerning use of trade names. Upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Bergeron and unanimously adopted, the Board approved the trade name of Traina & Company, which had previously been submitted and discussed by the Board.

E. CPA Certificate Revoked – Request for Reinstatement as a CPA (Executive Session)

The Board considered information submitted on this matter in executive session.

Upon motion by Mr. Bergeron, seconded by Mrs. Lowe-Ardoin, the Board approved the individual's reinstatement as a CPA, and determined the old Certificate number could be reinstated.

X. CPE ITEMS

A. Reporting of CPE Electronically

Mr. Henderson had informed the Board Members by e-mail on October 25, 2012 that because of the number of unresolved issues that reporting CPE electronically for the 2010-2012 CPE reporting period would not be possible.

The Board directed that this matter be included on the Board's future meeting agendas in order that progress can be tracked to ensure electronic reporting in the future.

B. Alternative to Pilot Testing for CPE

Mr. Henderson reported that the Board's office received an e-mail from NASBA concerning a significant revision to the Statement on Standards for CPE Programs, that is, the addition of an alternative to pilot testing for determining the recommended CPE credit for a self study program.

After discussion, the Board referred this matter to its CPE Rules Committee.

C. Revision of Board Rules Regarding CPE

At the April 2012 Board Meeting the Board reviewed recommendations of changes to Board rules governing CPE by the CPE Rules Committee. At such time, the Board had made some changes to the proposed revisions by the Rules Committee, but directed that action be deferred until 2013. This will be considered again at the January 2013 Board Meeting.

D. Board Policy on CPE Extensions

Mr. Cognevich reported that for the past four CPE reporting periods the Board adopted a standardized policy for requests for CPE extensions, whereby the licensees would sign a Consent Order and pay a fine for an extension to complete their CPE requirements and continue to maintain their license in good standing. The Consent Orders were standardized relative to the length of extension requested, and the Investigating Officer had discretion to waive fines or Consent Orders for extenuating circumstances.

After reviewing a draft of the previous Board policy on CPE extensions, upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Bruno, the Board determined that the policy would continue. Mr. Cognevich was again appointed as Investigating Officer to make decisions on these matters.

E. Request to "Restate" CPE Reporting Period

The Board reviewed a request by Joseph W. Perriatt, Jr., CPA to "restate" or reclassify the CPE he had previously claimed for the 2007-2009 reporting period.

Upon motion by Mr. Bergeron, seconded by Mrs. Hutchinson and unanimously adopted, the Board approved Mr. Perriatt's request.

F. Request for Waiver of CPE Due to Extenuating Circumstances

Kay Bailey Miller, CPA submitted a request for a waiver of 40 CPE hours, or a minimum of 20 CPE hours, for the 2010-2012 reporting period, due to a medical issue and related circumstances.

After reviewing the information submitted by Ms. Miller, upon motion by Mrs. Hutchinson, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board approved a waiver of 40 hours of CPE.

G. Request for Waiver of CPE Due to Extenuating Circumstances

Jay L. Buckman, CPA submitted a request for a waiver of 60 hours of CPE for the 2010 - 2012 reporting period, due to medical issues and related circumstances.

After reviewing the information submitted by Mr. Buckman, upon motion by Mr. Harris, seconded by Mr. Bergeron and unanimously adopted, the Board approved a waiver of 36 CPE hours, and granted an extension to January 31, 2013 to complete the remaining hours including the Ethics requirement, subject to receipt of correspondence from Mr. Buckman's doctor explaining the degree and extent of the incapacity.

H. Request for Waiver of CPE Due to Active Military Duty

Charles Bradley Cummings, CPA submitted a request for a waiver of 60 CPE hours for the 2010 - 2012 reporting period, due to active military duty.

Upon motion by Mr. Bergeron, seconded by Mr. Bruno, the Board waived 60 CPE hours.

I. Ethics Courses for the 2013 - 2015 CPE Reporting Period

1. Updates of Currently Existing Board-approved Ethics Courses

At the August 2012 Board Meeting Mr. Henderson reported that Board staff completed some reviews and checklists for existing Board-approved ethics courses. The AICPA course updates were not yet submitted. The Board deferred approval until the November 2012 Board meeting.

Upon motion by Mr. Bruno, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board approved the courses recommended for approval by Board staff.

2. Ethics Courses Submitted by Other Sponsors

At the August 2012 Board Meeting the Board assigned the review of the four (4) new courses as follows:

<u>Board Member</u>	<u>Sponsor</u>	<u>Course Name</u>
Mrs. Hutchinson	Smart Pros, Ltd.	Professional Ethics for LA CPAs
Mrs. Hutchinson	Master CPE LLC	Ethics for Louisiana
Mrs. Lowe-Ardoin	CCH/Wolters Kluwer	Conduct & Ethics Requirements for LA Accounting & Auditing Professionals
Mrs. Honoré Thomas	Beacon Hill Fin. Educ.	Ethics for Accountants: Louisiana

Board Member Mr. Bruno was assigned to complete a high level overall review of all the submissions. Mrs. Hutchinson, Mrs. Lowe-Ardoin, Mrs. Honoré Thomas and Mr. Bruno reported on their respective assignments.

Upon motion by Mrs. Hutchinson, seconded by Mr. Bergeron and unanimously adopted, the Board approved the ethics courses submitted by Smart Pros, Ltd. And Master CPE, LLC, subject to the sponsor making changes recommended by Board staff.

Upon motion by Mrs. Honoré Thomas, seconded by Mr. Bruno and unanimously adopted, the Board approved the ethics courses submitted by Beacon Hill Financial Education, subject to the revisions recommended by Board staff.

Upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Bruno and unanimously adopted, the Board disapproved the ethics courses submitted by CCH / Wolters Kluwer.

XI. NEW MATTERS

**A. La. Rev. Stat. §37:3650 – Act No. 276
Licensure for Individuals with Military Training and Experience (TAB 12)**

A copy of the legislation and a draft of revision to Board rules to accommodate the legislation were reviewed by the Board.

The Board directed that this matter be referred to Board attorneys Adams and Reese, LLP.

B. La. Rev. Stat. §§12:1601 *et seq.* – Act 434 - Conversion of Business Organizations

This 2012 legislation (Act 434) provides that business entities that are licensed by a state board or commission that convert from one form of organization (e.g. ,LLP, LLC, APAC, general partnership) to another form of organization shall not be required to file a new application for a license or permit. However, a board or commission may require that the entity furnish copies of documents filed with the Secretary of state and other applicable documents. The board or commission may also charge a fee of up to \$25.

Chapter 15 of Board Rules currently requires any CPA Firm that changes its legal entity to file a new Firm Permit application with a fee of \$100.

The Board directed that a form be developed to accommodate the legislation.

C. Substantial Equivalency - Delaware and Puerto Rico (TAB 13)

Mr. Henderson reported that to date the Board has recognized 46 states, the District of Columbia, and 1 territory as being substantially equivalent in its licensing requirements. The Board's office received information from NASBA recommending that Delaware and Puerto Rico be considered substantially equivalent.

Upon motion by Mr. Bergeron, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board approved Delaware as substantially equivalent effective immediately, and approved Puerto Rico as substantially equivalent effective July 1, 2013.

D. Rescinding of AICPA Staff Position regarding Fee Arrangements for the Deepwater Horizon Oil Spill Claims

Mr. Henderson reported that on October 25, 2012 the AICPA Professional Ethics Executive Committee (PEEC) concluded that the fee arrangement described in the Staff Position on Fee Arrangements related to the BP Oil Spill would be considered a contingent fee arrangement as defined in Rule 302 of the AICPA Code of Professional Conduct.

E. Background Screening Services Policy

Information was sent by e-mail to all Board Members on October 16, 2012 concerning a proposed Background Screening Services Policy. The policy is proposed to be used by the Board's Executive Director Search Committee.

Upon motion by Mr. Bergeron, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board adopted the policy which would be applicable to the Board's unclassified positions.

F. Report of Board Executive Director Search Committee

The Search Committee reported that interviews were conducted with applicants for the Board's Executive Director position on November 5, 2012 and that an offer has been made.

G. "Insights into Career Opportunities" - Desireé Honoré Thomas, CPA

Mrs. Honoré Thomas made a presentation to the students in attendance at the meeting concerning career opportunities in accounting, and particularly, concerning opportunities and benefits of pursuing a career as a CPA.

XII. INFORMATION ITEMS AND ANNOUNCEMENTS

A. 2013 Annual Renewals - Initial Notice

Mr. Henderson reported that renewal notice letters, containing each registrant's user ID and password for online renewal, were mailed to licensed CPAs, inactive status registrants, and Firm Permit holders on November 1st and 2nd, 2012. CPE Reporting Forms and Instructions were also included with the renewal letters for licensed CPAs. Paper renewal forms are available on the Board's website for those registrants who prefer to renew by paper.

7,210	Active Certificate holders (licensees)
3,236	Inactive Status registrants (unlicensed)
<u>2,224</u>	Firm Permits
<u>12,670</u>	Total

B. 2013 Annual Renewals - Final Notice

Mr. Henderson informed the Board that the Final Notice renewal letters will be mailed mid-January 2013 to all registrants who have not renewed by that date.

XIII. REPORTS ON CONFERENCES / MEETINGS

**A. Council on Licensure Enforcement and Regulation (CLEAR)
National Certified Investigator Training – Basic Program**

September 3 – September 5, 2012 - San Francisco, California
Mrs. Benefield attended. Subsequently, upon confirmation of her experience as an Investigator for the Board, Mrs. Benefield was designated as a Certified Investigator by CLEAR.

B. NASBA 105th Annual Meeting

October 28 - October 31, 2012 - Orlando, Florida
Mr. Harris, Mrs. Hutchinson and Mr. Henderson attended.

XIV. FUTURE MEETING / CONFERENCE DATES

A. NASBA 31st Annual Conference for Executive Directors and State Board Staff

March 3 – March 6, 2013 - Tucson, Arizona
The new Board Executive Director may attend.

B. NASBA 18th Annual Conference for State Board Legal Counsel

March 3 – March 6, 2013 - Tucson, Arizona
Mrs. Benefield will attend.

C. NASBA Western Regional Meeting - 2013 (Louisiana, in SW Region, participates)

June 5 - June 7, 2013 - New Orleans, Louisiana

D. NASBA Eastern Regional Meeting - 2013 (not inclusive of SW region)

June 26 - June 28, 2013 - Chicago, Illinois

E. NASBA 106th Annual Meeting

October 27 - October 30, 2013 - Maui, Hawaii

XV. UPCOMING BOARD OFFICE HOLIDAYS

November 12, 2012	Veterans Day
November 22, 2012	Thanksgiving Day
November 23, 2012	Acadian Day
December 24, 2012	Christmas Eve
December 25, 2012	Christmas Day
December 31, 2012	New Year's Eve
January 1, 2013	New Year's Day
January 21, 2013	Martin Luther King, Jr. Day

XVI. NEXT BOARD MEETING

Monday – Wednesday
January 21 – 23, 2013

XVII. EXECUTIVE SESSION MATTERS

In order to conduct administrative hearings, 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 Chairman Mr. Tham on Monday, November 12, 2012, upon motion(s) made, as follows:

Upon motion by Mrs. Lowe-Ardoin, seconded by Mr. Bruno, the Board went into executive session on November 12, 2012 at 9:25 a.m. Upon motion by Mrs. Hutchinson, seconded by Mr. Bergeron, the executive session adjourned at 2:15 p.m.

**A. Formal Administrative Hearing
File No. 2011-6**

The Board considered testimonial and documentary evidence presented at the Administrative Hearing held November 12, 2012. Board Member Mrs. Hutchinson, Investigating Officer on this matter, took no part in the Hearing of this matter.

**B. Formal Administrative Hearing
File No. 2008-12**

The Board considered testimonial and documentary evidence presented at the Administrative Hearing held November 12, 2012. Board Member Mrs. Honoré Thomas, Investigating Officer on this matter, took no part in the Hearing of this matter.

**C. Consideration to Close File
James Phillip Ledoux - File No. 2007-136**

Upon motion by Mrs. Honoré Thomas, seconded by Mr. Bruno and unanimously adopted, the Board closed this file due to the fact that Board attorneys have taken all action that can be taken to enforce the Board's Decision. The Respondent's file will be noted concerning his failure to comply with the provisions of the Decision.

**D. Consideration to Close File
Sandra Cranmer - File No. 2007-160**

Upon motion by Mr. Bergeron, seconded by Mrs. Lowe-Ardoin and unanimously adopted, the Board closed this file due to the fact that Board attorneys have taken all action that can be taken to enforce the Board's Decision. The Respondent's file will be noted concerning her failure to comply with the provisions of the Decision.

E. Files Recommended to be Closed with No Cause for Action

1. File No. 2006-24
2. File No. 2011-26
3. File No. 2011-28
4. File No. 2011-36
5. File No. 2012-9

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

F. Files Recommended to be Closed with No Cause for Further Action

1. File No. 2007-159
2. File No. 2011-8
3. File No. 2011-9
4. File No. 2012-13
5. File No. 2012-18
6. File No. 2012-19

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

G. Consideration of Request for Reinstatement by Dennis J. Lafont

Upon motion by Mr. Bergeron, seconded by Mrs. Lowe-Ardoin, the Board approved Mr. Lafont's reinstatement as a CPA, and determined the old Certificate number could be reinstated.

H. Acceptance of Reports

Upon motion by Mrs. Honoré Thomas, seconded by Mr. Bruno 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.

XVIV. ADJOURNMENT

Monday, November 12, 2012:

There being no further business to discuss, upon motion by Mr. Bergeron, seconded by Mrs. Hutchinson, and unanimously adopted, the meeting adjourned at 4:00 p.m. on Monday, November 12, 2012.

Tuesday, November 13, 2012:

There being no further business to discuss, upon motion by Mr. Bergeron, seconded by Mrs. Lowe-Ardoin, and unanimously adopted, the meeting adjourned at 4:00 p.m. on Tuesday, November 13, 2012.