



ACCOUNTING EXAMINING BOARD
Room 121C, 1400 East Washington Avenue, Madison
Contact: Brittany Lewin (608) 266-2112
February 9, 2017

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-2)

B. Approval of Minutes of November 8, 2016 (3-6)

C. Administrative Matters (7-14)

1. Staff Updates
2. Election of Officers
3. Liaison Appointments and Delegated Authorities

D. Legislative and Administrative Rule Matters – Discussion and Consideration

1. Legislative Liaison Update
2. Update on Pending and Possible Legislative and Rulemaking Projects

E. Examination Matters – Discussion and Consideration (15)

1. Update Regarding Launch of New CPA Exam

F. Speaking Engagement(s), Travel, or Public Relation Request(s) (16-22)

1. National State Boards of Accountancy (NASBA) Executive Director Conference **(16)**
2. NASBA Eastern Regional Meeting – June 27 – 29, 2017 **(18-20)**
3. NASBA Annual Meeting – October 29 – November 1, 2017 **(21-22)**

G. Newsletter Article Discussion

H. Deliberation on Items Added After Preparation of Agenda:

- 1) Introductions, Announcements and Recognition
- 2) Election of Board Officers
- 3) Appointment of Board Liaison(s)
- 4) Administrative Updates or Administrative Matters
- 5) Education and Examination Matters
- 6) Credentialing Matters
- 7) Practice Matters
- 8) Legislative and Administrative Rule Matters

- 9) Liaison Reports
- 10) Informational Items
- 11) Speaking Engagement(s), Travel, or Public Relation Request(s)

I. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

J. Credentialing Matters (23-25)

1. Application Reviews
2. Endorsement Applicants Under Wis. Stat. 442.05
3. Applications for Approval
4. Conviction Reviews Under Authority Delegated at 5/12/16 Meeting
5. Re-Registration Candidates
6. Firms Licensed After Previous Board Meeting

K. Deliberation on Division of Legal Services and Compliance (DLSC) Matters (26-31)

1. Proposed Stipulation and Final Decision and Order
 - a) 16 ACC 020 – J.C.N.

L. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

M. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

N. Open Session Items Noticed Above not Completed in the Initial Open Session

ADJOURNMENT

NEXT MEETING DATE, MAY 11, 2017

ACCOUNTING EXAMINING BOARD
Room 121A, 1400 East Washington Avenue, Madison
Contact: Brittany Lewin (608)266-2112
MEETING MINUTES
November 8, 2016

PRESENT: Joseph Braunger, Gerald Denor (*arrived at 9:11 a.m. via GoToMeeting,*) Kathleen LaBrake (*via GoToMeeting,*) Glenn Michaelsen, John Scheid

EXCUSED: Christine Anderson, Todd Craft

STAFF: Brittany Lewin, Executive Director; Nifty Lynn Dio, Bureau Assistant; and other DSPS Staff

CALL TO ORDER

John Scheid, Board Chair, called the meeting to order at 9:01 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Glenn Michaelsen moved, seconded by Joseph Braunger, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF NOVEMBER 4, 2016

MOTION: Kathleen LaBrake moved, seconded by Glenn Michaelsen, to approve the minutes of November 4, 2016 as published. Motion carried unanimously.

LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS

Scope Statement for Accy 2 Relating to Education Required for Examination and Certification

MOTION: Glenn Michaelsen moved, seconded by Gerald Denor, to approve the Scope Statement on Accy 2 relating to Education Required for Examination and Certification for submission to the Governor's Office and publication, and to authorize the Chair to approve the scope for implementation no less than 10 days after publication. Motion carried unanimously.

CLOSED SESSION

MOTION: Joseph Braunger moved, seconded by Gerald Denor, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings

(ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). John Scheid, Board Chair, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Joseph Braunger-yes; Gerald Denor-yes, Kathleen LaBrake-yes; Glenn Michaelsen-yes and John Scheid-yes. Motion carried unanimously.

The meeting convened to Closed Session at 10:31 a.m.

RECONVENE TO OPEN SESSION

MOTION: Glenn Michaelsen moved, seconded by Kathleen LaBrake, to reconvene into open session. Motion carried unanimously.

The meeting reconvened into Open Session at 10:39 a.m.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: Joseph Braunger moved, seconded by Gerald Denor, to affirm all votes made in closed session. Motion carried unanimously.

CREDENTIALING MATTERS

Application Reviews

MOTION: Kathleen LaBrake moved, seconded by Glenn Michaelsen, to approve the applications of those listed below for Certified Public Accountant Certification and Licensure once all requirements have been met. Motion carried unanimously.

- | | | |
|-------------------------|------------------------|--------------------------|
| 1. Anderson, Michael | 12. Johnson, Brennan | 23. Olson, Paul |
| 2. Bains, Rebecca | 13. Johnston, Jennifer | 24. Schaefer, Paul |
| 3. Bakk, Erik | 14. Lamers, Andrew | 25. Schmidt, Christopher |
| 4. Billings, Alexis | 15. Larsen, Amanda | 26. Shah, Neerali |
| 5. Bohn, Ryan | 16. Li, Miaoyan | 27. Shackett, Manju |
| 6. Dreifuerst, Thomas | 17. Manto, Erin | 28. Skaer, Jessica |
| 7. Felske, Marissa | 18. Martin, Steven | 29. Snyder, Mathew |
| 8. Gumz, Cori | 19. Martina, Michelle | 30. Swatloski, Ryan |
| 9. Gustafson, Catherine | 20. Micke, Megan | 31. Yang, Kongmeng |
| 10. Hurst, Lauren | 21. Morgan, Stacey | |
| 11. Huynh, Linh | 22. OConnor, Sandra | |

Endorsement Applicants Under Wis. Stat. 442.05

MOTION: Gerald Denor moved, seconded by Kathleen LaBrake, to approve the applications of those listed below for Certified Public Accountant Certification and Licensure once all requirements have been met. Motion carried unanimously.

1. Boe, Steven

2. Brawley, Carmi
3. Grimmer, Tenisha
4. Hanson, Steven
5. Hughes, Robert
6. Johnson, Marc
7. Jones, Kelsey
8. Kinsella, John
9. Miller, Leah
10. Novoa, Christopher
11. Parins, John
12. Schiller, Kara
13. Schroeder, Michael
14. Weirich, Jorie
15. Werlein, Rachel
16. Wood, Kenneth

Applications for Approval of Licensure

MOTION: Kathleen LaBrake moved, seconded by Gerald Denor, to approve the applications of those listed below for Certified Public Accountant Certification and Licensure once all requirements have been met. Motion carried unanimously.

- | | | |
|--------------------------|-----------------------------|-----------------------|
| 1. Aguilar, Andres | 24. Errichiello, Lauren | 47. Ladd, Brian |
| 2. Ambrosius, Stephanie | 25. Eurich, Max | 48. Lamont, John |
| 3. Ashauer, Kyle | 26. Francis, Derric | 49. Landry, Alex |
| 4. Axt, Emily | 27. Gauthier Chamard, Felix | 50. Larsen, Amanda |
| 5. Bain, Michael | 28. Gerth, Brittany | 51. Lenth, Jeremy |
| 6. Baker, Ryan | 29. Gorgen, Jason | 52. Madigan, Taylor |
| 7. Barnes, Calissa | 30. Gramse, Vicki | 53. Marks, Kevin |
| 8. Batterman, Larry | 31. Halweg, Lauren | 54. Marty, Michael |
| 9. Belanger, Marc | 32. Hatt, Nicole | 55. May, Eric |
| 10. Blazek, Scott | 33. Hladky, Joanna | 56. McCabe, Andrew |
| 11. Boehmke, Zachary | 34. Hocken, Dane | 57. McCullough, Paul |
| 12. Bouvine, Timothy | 35. Hofacker, Marc | 58. McKendry, Maxwell |
| 13. Caelwaerts, Jacob | 36. Husemann, Jamie | 59. McMorateck, Jenna |
| 14. Cahill, Megan | 37. Jankiewicz, Vincent | 60. Morris, Trevor |
| 15. Carr, Brianna | 38. Jedlicka, Emilee | 61. Muffuh, Lawrence |
| 16. Contrucci, Stephanie | 39. Jordan, Jackson | 62. Northouse, Jenna |
| 17. Cranfill, Aaron | 40. Keel, Jason | 63. Paschke, Brady |
| 18. Daniels, Jennifer | 41. Kempel, Jared | 64. Pollack, Michelle |
| 19. DeGroot, Kyle | 42. Kirsh, Sydney | 65. Postle, Bobby |
| 20. Devine, Kaitlan | 43. Krebsbach, Joseph | 66. Prochnow, Nicole |
| 21. Dittman, Emily | 44. Krivoshein, Dylan | 67. Ralph, Jenna |
| 22. Dixon, Aaron | 45. Kupres, Ryan | 68. Rapos, Brent |
| 23. Dorniak, Stephen | 46. Labellarte, Joseph | 69. Rekow, Michael |
| | | 70. Rembert, Tyler |

71. Rukamp, Justin
72. Rushing, Patrick
73. Ryder, Andrew
74. Schadrie, Robert
75. Schneider, Brett

76. Solvik, Elan
77. Sportiello, Erin
78. Stelse, Dustin
79. Taylor, Kelly
80. Thompson, Brooke

81. Urness, Joshua
82. Van Eperen, Brian
83. Weber, Robert
84. Wood, Nicole
85. Wozniak, David

DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Administrative Warnings

MOTION: Glenn Michaelsen moved, seconded by John Scheid, to issue an Administrative Warning in the following DLSC Case Numbers:

1. 15 ACC 016 – T.K.R.
2. 15 ACC 018 – R.W.V.S.
3. 15 ACC 026 – R.P.&B.
4. 16 ACC 003 – R.M.B.
5. 16 ACC 008 – K.L.T.

Motion carried unanimously.

Proposed Stipulation, Final Decision and Order

MOTION: Gerald Denor moved, seconded by Glenn Michaelsen, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against John Buono, DLSC Case No. 15 ACC 006. Motion carried unanimously.

ADJOURNMENT

MOTION: Gerald Denor moved, seconded by Kathleen LaBrake, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:41 a.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Nifty Lynn Dio, Bureau Assistant		2) Date When Request Submitted: 12/05/2016 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Accounting Examining Board			
4) Meeting Date: February 9, 2017	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Updates 1. Election of Officers 2. Liaison Appointments and Delegated Authorities	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed:			
2016 ELECTION RESULTS			
Board Chair		John Scheid	
Vice Chair		Todd Craft	
Secretary		Gerald Denor	
2016 LIAISON APPOINTMENTS			
Screening Panel		Gerald Denor, Kathleen LaBrake, Glenn Michaelsen, Todd Craft, John Scheid	
Credentialing Liaison		Cristine Anderson, Kathleen LaBrake, Gerald Denor	
Monitoring and Professional Assistance Procedure (PAP) Liaison		Glenn Michaelsen Alternate – Gerald Denor	
Legislative Liaison		John Scheid, Todd Craft	
Newsletter Liaison		Gerald Denor Alternate – John Scheid	
Travel Liaison		John Scheid	

**State of Wisconsin
Department of Safety & Professional Services**

11)	Authorization
Nifty Lynn Dio	12/05/2016
Signature of person making this request	Date
Supervisor (if required)	Date
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.	

ELECTION OF OFFICERS

BOARD CHAIR

NOMINATION: Gerald Denor nominated John Scheid for the Office of Board Chair.

Brittany Lewin called for nominations three (3) times.

John Scheid was elected as Chair by unanimous consent.

VICE CHAIR

NOMINATION: John Scheid nominated Todd Craft for the Office of Vice Chair.

Brittany Lewin called for nominations three (3) times.

Todd Craft was elected as Vice Chair by unanimous consent.

SECRETARY

NOMINATION: Glenn Michaelsen nominated Gerald Denor for the Office of Secretary.

Brittany Lewin called for nominations three (3) times.

Gerald Denor was elected as Secretary by unanimous consent.

2016 ELECTION RESULTS	
Board Chair	John Scheid
Vice Chair	Todd Craft
Secretary	Gerald Denor

LIAISON APPOINTMENTS

2016 LIAISON APPOINTMENTS	
Screening Panel	Gerald Denor, Kathleen LaBrake, Glenn Michaelsen, Todd Craft, John Scheid
Credentialing Liaisons	Christine Anderson, Kathleen LaBrake, Gerald Denor
Monitoring and Professional Assistance Procedure (PAP) Liaison	Glenn Michaelsen Alternate – Gerald Denor

Legislative Liaison	John Scheid, Todd Craft
Newsletter Liaison	Gerald Denor Alternate – John Scheid
Travel Liaison	John Scheid

MOTION: Christine Anderson moved, seconded by Kathleen LaBrake, to affirm the Chair’s appointment of liaisons for 2016. Motion carried unanimously.

DELEGATION MOTIONS

Delegated Authority for Urgent Matters

MOTION: Todd Craft moved, seconded by Gerald Denor, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters, make appointments to vacant liaison, panel and committee positions, and to act when knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

Document Signature Delegation

MOTION: Glenn Michaelsen moved, seconded by Christine Anderson, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, chief presiding officer, or longest serving member of the Board, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Board delegates the authority to Executive Director or designee to sign the name of any Board member on documents as necessary and appropriate. Motion carried unanimously.

Credentialing Authority Delegations

MOTION: Glenn Michaelsen moved, seconded by Christine Anderson, to delegate authority to the Credentialing Liaisons to make all credentialing decisions. Motion carried unanimously.

Legislative Liaison Delegation

MOTION: Christine Anderson moved, seconded by Gerald Denor, to delegate authority to the Legislative Liaisons to speak on behalf of the Board regarding legislative matters. Motion carried unanimously.

Monitoring Delegation

MOTION: Todd Craft moved, seconded by Kathleen LaBrake, to affirm the Chair's appointment of Glenn Michaelson as the Monitoring Liaison, and Gerald Denor as the alternate, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor; document as presented. Motion carried unanimously.

Travel Delegation

MOTION: Gerald Denor moved, seconded by Christine Anderson, to delegate authority to approve any Board Member travel to the Travel Liaison. Motion carried unanimously.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Kelley Sankbeil Monitoring Supervisor Division of Legal Services and Compliance		2) Date When Request Submitted: January 21, 2017 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 																
3) Name of Board, Committee, Council, Sections: Accounting Examining Board																		
4) Meeting Date: February 9, 2017	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Delegation of Authority to Monitoring Liaison and Department Monitor																
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:																
10) Describe the issue and action that should be addressed: Delegated Authority Motion: <i>“ _____ moved, seconded by _____ to adopt/reject the Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented in today’s agenda packet.”</i>																		
<table style="width: 100%; border: none;"> <tr> <td style="width: 10%; border: none;">11)</td> <td style="width: 60%; border: none; text-align: center;">Authorization</td> <td style="width: 30%; border: none;"></td> </tr> <tr> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none; text-align: right;">January 21, 2017</td> </tr> <tr> <td style="border: none;">Signature of person making this request</td> <td style="border: none;"></td> <td style="border: none; text-align: right;">Date</td> </tr> <tr> <td style="border: none;">Supervisor (if required)</td> <td style="border: none;"></td> <td style="border: none; text-align: right;">Date</td> </tr> <tr> <td style="border: none;">Executive Director signature (indicates approval to add post agenda deadline item to agenda)</td> <td style="border: none;"></td> <td style="border: none; text-align: right;">Date</td> </tr> </table>				11)	Authorization				January 21, 2017	Signature of person making this request		Date	Supervisor (if required)		Date	Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date
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		January 21, 2017																
Signature of person making this request		Date																
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Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor

The Monitoring Liaison (“Liaison”) is a Board/Section designee who works with department monitors to enforce Board/Section orders as explained below.

Current Authorities Delegated to the Monitoring Liaison

The Liaison may take the following actions on behalf of the Board/Section:

1. Grant a temporary reduction in random drug screen frequency upon Respondent’s request if he/she is unemployed and is otherwise compliant with Board/Section order. The temporary reduction will be in effect until Respondent secures employment in the profession. The Department Monitor (“Monitor”) will draft an order and sign on behalf of the Liaison.
2. Grant a stay of suspension if Respondent is eligible per the Board/Section order. The Monitor will draft an order and sign on behalf of the Liaison.
3. Remove the stay of suspension if there are repeated violations or a substantial violation of the Board/Section order. In conjunction with removal of any stay of suspension, the Liaison may prohibit Respondent from seeking reinstatement of the stay for a specified period of time. The Monitor will draft an order and sign on behalf of the Liaison.
4. Grant or deny approval when Respondent proposes continuing/remedial education courses, treatment providers, mentors, supervisors, change of employment, etc. unless the order specifically requires full-Board/Section approval.
5. Grant a maximum of one 90-day extension, if warranted and requested in writing by Respondent, to complete Board/Section-ordered continuing education.
6. Grant a maximum of one extension or payment plan for proceeding costs and/or forfeitures if warranted and requested in writing by Respondent.
7. Grant full reinstatement of licensure if Respondent has fully complied with all terms of the order without deviation. The Monitor will draft an order and obtain the signature or written authorization from the Liaison.
8. Grant or deny a request to appear before the Board/Section in closed session.
9. Dentistry only – delegated authority to the monitoring liaison to approve or deny a request from a respondent.

Current Authorities Delegated to the Department Monitor

The Monitor may take the following actions on behalf of the Board/Section, draft an order and sign:

1. Grant full reinstatement of licensure if CE is the sole condition of the limitation and Respondent has submitted the required proof of completion for approved courses.
2. Suspend the license if Respondent has not completed Board/Section-ordered CE and/or paid costs and forfeitures within the time specified by the Board/Section order. The Monitor may remove the suspension and issue an order when proof completion and/or payment have been received.

2017 Proposed Delegated Authorities

Proposed Authorities Delegated to the Monitoring Liaison

1. Accept Respondent's written request to surrender credential. If accepted by the Liaison, Monitor will consult with Board Counsel to determine if a stipulation is necessary. If a stipulation is not necessary, Monitor will draft an order and sign on behalf of the Liaison. If denied by the Liaison, the request to surrender credential will go to the full Board for review.
2. Grant Respondent's petition for a reduction in drug screens per the standard schedule, below. If approved, Monitor will draft an order and sign on behalf of the Liaison.
 - a. Year 1: 49 screens (including 1 hair test, if required by original order)
 - b. Year 2: 36 screens (plus 1 hair test, if required by original order)
 - c. Year 3: 28 screens plus 1 hair test
 - d. Year 4: 28 screens plus 1 hair test
 - e. Year 5: 14 screens plus 1 hair test

Proposed Authorities Delegated to the Department Monitor

1. Suspend the license (or remove stay of suspension) if Respondent fails to enroll and participate in an Approved Program for drug and alcohol testing within 30 days of the order, or if Respondent ceases participation in the Approved Program without Board approval. *This delegated authority only pertains to respondents who must comply with drug and/or alcohol testing requirements.*

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Laura Smith on behalf of Brittany Lewin		2) Date When Request Submitted: 02/03/2017 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Accounting Examining Board			
4) Meeting Date: February 9, 2017	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Examination Matters	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: The new version of the CPA Exam launches on April 1st. For the Board's reference, FAQ are addressed here: https://nasba.org/exams/cpaexam/examfaq/ Information regarding the updated exam from AICPA: http://www.aicpa.org/BecomeACPA/CPAExam/nextexam/Pages/next-cpa-exam-what-is-next.aspx No Board action is necessary. .			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Laura Smith, Bureau Assistant		2) Date When Request Submitted: 2/3/17	
Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting			
3) Name of Board, Committee, Council, Sections: Accounting Examining Board			
4) Meeting Date: 02/09/17	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? NASBA Executive Director Conference – March 14-16, 2017 in New Orleans, LA.	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: Consider authorizing travel for the NASBA Executive Director Conference. Suggested motion language: ...to designate Executive Director to attend the NASBA Executive Director Conference – March 14-16, 2017 in New Orleans, LA.			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Laura Smith, Bureau Assistant		2) Date When Request Submitted: 2/3/17	
Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting			
3) Name of Board, Committee, Council, Sections: Accounting Examining Board			
4) Meeting Date: 02/09/17	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? NASBA Eastern Regional Meeting – June 27 – 29, 2017, in Newport , RI NASBA Annual Meeting – October 29 – November 1, 2017, in New York, NY	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: Consider authorizing travel and assigning delegates for the NASBA regional and annual meetings. Suggested motion language: ...to designate Board Member , as the Board’s delegate, to attend the NASBA Eastern Regional Conference on June 27-29, 2017 in Newport, RI. ...to designate Board Member , as the Board’s delegate to attend the NASBA Annual Meeting on October 29-November 1, 2017 in New York, NY. and/or ...to designate Board Member to attend the NASBA Eastern Regional Conference on June 27-29, 2017 in Newport, RI. ...to designate Board Member to attend the NASBA Annual Meeting on October 29-November 1, 2017 in New York, NY.			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)			
Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

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- [Eastern Regional Meeting – June 27-29, 2017](#)

Eastern Regional Meeting – June 27-29, 2017



> [Scholarship Information](#)

Hotel Information

[Newport Marriott](#)

25 America's Cup Avenue
Newport, RI 02840
(401) 849-1000

Related News

- [22nd Annual Conference for Board of Accountancy Legal Counsel – March 14-16, 2017](#)
- [35th Annual Conference for Executive Directors and Board Staff – March 14-16, 2017](#)
- [Western Regional Meeting – June 6-8, 2017](#)



National Association of State Boards of Accountancy

150 Fourth Avenue North ♦ Suite 700 ♦ Nashville, TN 37219-2417 ♦ Tel 615/880-4201 ♦ Fax 615/880-4291 ♦ www.nasba.org

Regional Meeting Scholarships

NASBA offers support to our members through current Board Member and New Board Member Orientation Scholarships for Regional Meetings.

Board Member Scholarships

NASBA scholarships are available to one current Board of Accountancy member if that Board would not otherwise be represented. To receive funding, a letter from the Board President/Chair must be submitted to Thomas Kenny, Director of Communications, at tkenny@nasba.org by May 1. Please indicate for which regional meeting the scholarship will be requested.

Board Scholarships include:

1. Waiver of the registration fee
2. Economy Airline travel
3. Three nights' lodging
4. Ground transportation (to and from hotel/airport in host city)

Incidentals, such as meals, telephone, gratuities, etc. are not covered.

Every attempt should be made to make airline reservations at least 30 days prior to departure to get the best rates. Original receipts must be provided. To ensure reimbursement for hotel fees, reservations must be made by:

Western Regional: April 28

Eastern Regional: May 23

New Board Member Orientation Scholarships

Funding is available to Regional Meetings for all NEW board members appointed after June 1st of last year. To receive funding, a letter or email from the State Board President/Chair must submit to Thomas Kenny, Director of Communications at tkenny@nasba.org by May 1. Please indicate which regional meeting will be attended.

New Board Member Orientation Scholarships include:

1. Waiver of the registration fee
2. Economy Airline travel
3. Four nights' lodging
4. Ground transportation (to and from hotel/airport in host city)

Incidentals, such as meals, telephone, gratuities, etc. are not covered.



National Association of State Boards of Accountancy

150 Fourth Avenue North ♦ Suite 700 ♦ Nashville, TN 37219-2417 ♦ Tel 615/880-4201 ♦ Fax 615/880-4291 ♦ www.nasba.org

(Continued)

Every attempt should be made to make airline reservations at least 30 days prior to departure to get the best rates. Original receipts must be provided. To ensure reimbursement for hotel fees, reservations must be made by:

Western Regional: April 28

Eastern Regional: May 23

New board members are expected to actively participate in the New Board Member Orientation. New board members who register for, but do not attend the orientation will be charged the registration fee and will not qualify to receive NASBA travel reimbursement.

If you have any questions about submitting your request for scholarship, please contact: NASBA's Senior Meeting Planner Angela Layton, CMP, CMM at (615) 880-4241 or alayton@nasba.org.

110th Annual Meeting – Oct. 29 – Nov. 1, 2017



> [Scholarship Information](#)

Hotel Information

New York Marriot Marquis
1535 Broadway
New York, NY 10036
212-398-1900

Related News

- [2009 Annual Meeting – Registration is Now Open](#)
- [Outstanding Speakers for the 101st Annual Meeting](#)
- [2009 Annual Meeting, Billy Atkinson, Inaugural Address: More Doors to Open](#)
- [Three Boards Report on Dramatic Year](#)
- [Minutes of the 102nd Annual Business Meeting](#)



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ANNUAL MEETING SCHOLARSHIP INFORMATION

NASBA scholarships are available to one board member of a Board of Accountancy if that Board would not otherwise be represented at the Annual Meeting.

To receive funding, an email from the Board President/Chair or Executive Director must be submitted to Thomas Kenny, Director of Communications, at tkenny@nasba.org, no later than **September 1**.

In addition to complimentary conference registration, NASBA scholarships also include round trip economy air travel plus three (3) nights' lodging at the conference hotel.

IMPORTANT: Other incidentals, such as meals, telephone, gratuities, etc. are NOT reimbursable.

Every attempt should be made to make airline reservations at least 45-60 days prior to departure to obtain the most favorable rates. In order to ensure reimbursement for hotel fees, **reservations must be made by September 19.**

We look forward to receiving your scholarship requests and seeing you at this year's Annual Meeting!