Wisconsin Department of Safety and Professional Services Division of Policy Development 4822 Madison Yards Way, 2nd Floor PO Box 8366 Madison WI 53708-8366



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Tony Evers, Governor Dan Hereth, Secretary

VIRTUAL/TELECONFERENCE ACCOUNTING EXAMINING BOARD

Virtual, 4822 Madison Yards Way, Madison Contact: Will Johnson (608) 266-2112 August 20, 2025

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 (1-3)
- B. Approval of Minutes of May 21, 2025 (4-5)
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. Administrative Matters Discussion and Consideration
 - 1. Department, Staff and Board Updates
 - 2. Board Members Term Expiration Dates
 - a. Barron, Thuy T = 7/1/2025
 - b. Friedman, Michael E. -7/1/2027
 - c. Misey, Robert -7/1/2025
 - d. Phillips, Joan -7/1/2027
 - e. Reinemann, John -7/1/2025
 - f. Schlichting, David K. -7/1/2026
 - g. Strautmann, Susan M. -7/1/2028
- F. Legislation and Policy Matters Discussion and Consideration
- G. Administrative Rule Matters Discussion and Consideration (6)
 - 1. Pending and Possible Rulemaking Projects
 - a. Discussion: Educational requirements
- H. Credentialing Matters Discussion and Consideration (7-11)
 - 1. Review of CPA Renewal Application (8-11)
- I. National Association of State Boards of Accountancy (NASBA) Matters Discussion and Consideration
 - 1. Inclusion Committee Update Thuy Barron
 - 2. Communications Committee Update Susan Strautmann

- 3. Great Lakes Region Call Update Thuy Barron
- 4. Ninth Edition of Uniform Accountancy Act (12)
- J. Wisconsin Institute of Certified Public Accountants (WICPA) Educators Committee Discussion and Consideration
- K. Discussion and Consideration of Items Added After Preparation of Agenda
 - 1. Introductions, Announcements and Recognition
 - 2. Administrative Matters
 - 3. Election of Officers
 - 4. Appointment of Liaisons and Alternates
 - 5. Delegation of Authorities
 - 6. Education and Examination Matters
 - 7. Credentialing Matters
 - 8. Practice Matters
 - 9. Legislative and Policy Matters
 - 10. Administrative Rule Matters
 - 11. Liaison Reports
 - 12. Public Health Emergencies
 - 13. Board Liaison Training and Appointment of Mentors
 - 14. Informational Items
 - 15. Division of Legal Services and Compliance (DLSC) Matters
 - 16. Presentations of Petitions for Summary Suspension
 - 17. Petitions for Designation of Hearing Examiner
 - 18. Presentation of Stipulations, Final Decisions and Orders
 - 19. Presentation of Proposed Final Decisions and Orders
 - 20. Presentation of Interim Orders
 - 21. Petitions for Re-Hearing
 - 22. Petitions for Assessments
 - 23. Petitions to Vacate Orders
 - 24. Requests for Disciplinary Proceeding Presentations
 - 25. Motions
 - 26. Petitions
 - 27. Appearances from Requests Received or Renewed
 - 28. Speaking Engagements, Travel, or Public Relation Requests, and Reports

L. 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.).

- M. Division of Legal Services and Compliance (DLSC) Matters
 - 1. Proposed Stipulations, Final Decisions and Orders
 - a. 23 ACC 015 James A. Hollenbach (13-21)
- N. Deliberation of Items Added After Preparation of the Agenda
 - 1. Education and Examination Matters
 - 2. Credentialing Matters
 - 3. DLSC Matters

- 4. Monitoring Matters
- 5. Professional Assistance Procedure (PAP) Matters
- 6. Petitions for Summary Suspensions
- 7. Petitions for Designation of Hearing Examiner
- 8. Proposed Stipulations, Final Decisions and Order
- 9. Proposed Interim Orders
- 10. Administrative Warnings
- 11. Review of Administrative Warnings
- 12. Proposed Final Decisions and Orders
- 13. Matters Relating to Costs/Orders Fixing Costs
- 14. Case Closings
- 15. Board Liaison Training
- 16. Petitions for Assessments and Evaluations
- 17. Petitions to Vacate Orders
- 18. Remedial Education Cases
- 19. Motions
- 20. Petitions for Re-Hearing
- 21. Appearances from Requests Received or Renewed
- O. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

- P. Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate
- Q. Open Session Items Noticed Above Not Completed in the Initial Open Session

ADJOURNMENT

NEXT MEETING: NOVEMBER 19, 2025

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board's agenda, please visit the Department website at https://dsps.wi.gov. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of any agenda item may be changed by the board for the convenience of the parties. The person credentialed by the board has the right to demand that the meeting at which final action may be taken against the credential be held in open session. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer or reach the Meeting Staff by calling 608-267-7213.

HYBRID (IN-PERSON/VIRTUAL) ACCOUNTING EXAMINING BOARD MEETING MINUTES MAY 21, 2025

PRESENT: Thuy Barron (Virtual), Michael Friedman (arrived at 9:12 a.m.), Robert Misey

(Virtual), Joan Phillips, John Reinemann, Susan Strautmann (Virtual)

ABSENT: David Schlichting

STAFF: Will Johnson, Executive Director; Whitney DeVoe, Legal Counsel; Sofia

Anderson, Administrative Rule Coordinator; Tracy Drinkwater, Board

Administration Specialist; and other DSPS Staff

CALL TO ORDER

Joan Phillips, Chairperson, called the meeting to order at 9:09 a.m. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

MOTION: John Reinemann moved, seconded by Thuy Barron, to adopt the Agenda

as published. Motion carried unanimously.

APPROVAL OF MINUTES OF MARCH 12, 2025

MOTION: Susan Strautmann moved, seconded by John Reinemann, to approve the

Minutes of March 12, 2025, as published. Motion carried unanimously.

Michael Friedman arrived at 9:12 a.m.

CLOSED SESSION

MOTION: Michael Friedman moved, seconded by Robert Misey, 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.). Joan Phillips, Chairperson read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Thuy Barron-yes; Michael Friedman-yes; Robert Misey-yes; Joan Phillips-yes; John Reinemann-yes and Susan Strautmann-yes. Motion

carried unanimously.

The meeting convened to Closed Session at 10:25 a.m.

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

Proposed Stipulations, Final Decisions and Orders

21 ACC 001 - Neil O. Narveson

MOTION: Robert Misey moved, seconded by John Reinemann, to adopt the Findings

of Fact, Conclusions of Law and Order in the matter of proceedings against Neil O. Narveson, DLSC Case Number 21 ACC 001. Motion

carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Thuy Barron moved, seconded by Robert Misey, to reconvene into open

session. Motion carried unanimously.

The meeting reconvened into Open Session at 10:28 a.m.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: John Reinemann moved, seconded by Thuy Barron, to affirm all motions

made and votes taken in closed session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

ADJOURNMENT

MOTION: Michael Friedman moved, seconded by John Reinemann, to adjourn the

meeting. Motion carried unanimously.

The meeting adjourned at 10:30 a.m.

State of Wisconsin Department of Safety & Professional Services

AGENDA REQUEST FORM

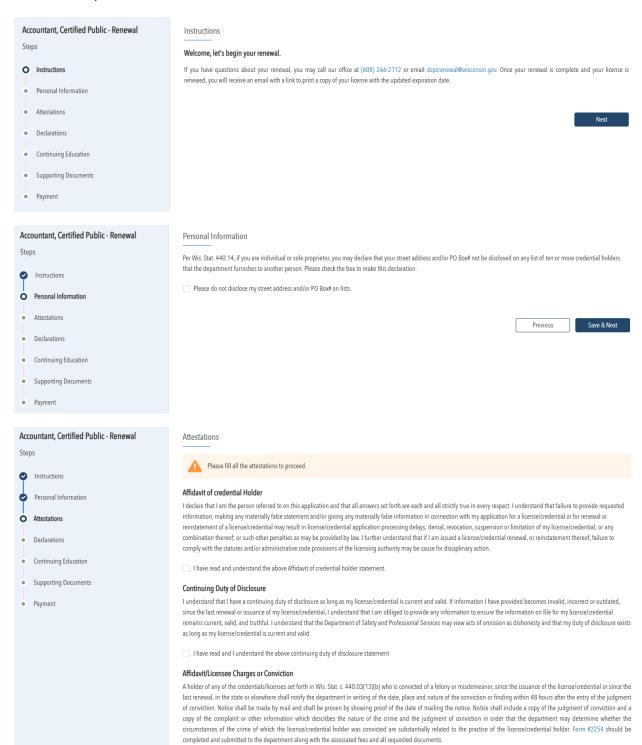
1) Name and title of person submitting the request:				2) Date when request submitted:		
Sofia Anderson, Administrative Rules Coordinator				08/08/2025		
				Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting		
3) Name of Board, Comr	nittee, Co	ouncil, Sections:				
Accounting Examining Bo	ard					
4) Meeting Date:	5) Attachments: 6) H) How should the item be titled on the agenda page?		
August 20, 2025	☐ Yes ☐ No		Administrative Rules Matters – Discussion and Consideration			
			Pending and Possible Rulemaking Projects			
			a. Discussion: Educational requirements.			
7) Place Item in: Solution Open Session Closed Session Solution 8) Is an appearance scheduled? (If ye Appearance Required Yes No			es, please	complete	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue a	nd action	that should be ad	dressed:			
Attachments:						
11)			Authoriza	tion		
$\leq \Lambda$						
)Anderson	+					
				08/08/2025		
Signature of person making this request					Date	
Supervisor (if required)					Date	
- · · · · ·						
Executive Director signs	ature (ind	icates approval to	add post	agenda deadline ite	m to agenda) Date	
Directions for including						
1. This form should be					cy Development Executive Director.	
					re to the Bureau Assistant prior to the start of a	
meeting	J			,	·	

State of Wisconsin Department of Safety & Professional Services

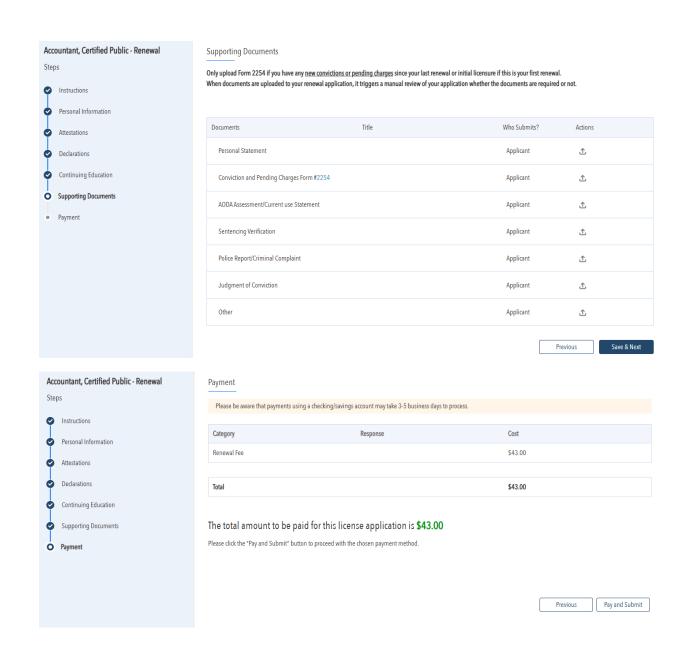
AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request:			:	2) Date When Request Submitted: 08/08/2025		
Joan Phillips, Chair				Items will be considered late if submitted after 4:30 p.m. and less than: 10 work days before the meeting for Medical Board 14 work days before the meeting for all others		
3) Name of Board, Com	mittee, Co	ouncil, Sections: Ac	counting			
4) Meeting Date: 5) Attachments: 6) How should the item be titled on the agenda page?						
08/20/2025	0/00/000F			dentialing Matters –Discussion and Consideration 1)		
	Review of CPA Renewal Application					
7) Place Item in:			8) Is an appearance before the Board being 9) Name of Case Advisor(s), if required:			
Open Session		scheduled?				
☐ Closed Session ☐ Both		☐ Yes (Fill out	Board A	opearance Request)		
		⊠ No				
10) Describe the issue a	nd action	that should be add	dressed:			
44)			4			
11)		P	uthoriza	tion		
Will Johnson				08/08/2025		
Signature of person ma	king 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:						
This form should be attached to any documents submitted to the agenda. Post Agenda Decelling items must be sutherized by a Supervisor and the Policy Development Executive Director.						
 Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. If necessary, Provide original documents needing Board Chairperson signature to the Board Admin Specialist prior to the 						
start of a meeting.						

Accountant, Certified Public Current Renewal Screenshots



	☐ I have read and understand the above statement regarding the responsibility to report any felony or misdemeanor conviction since the issuance or last renewal of my license.						
	All applications for professional licenses/credentials are checked to determine whether the applicant is liable for delinquent state taxes. (*6) If you are liable for delinquent state taxes, pay the delinquent amount before the application process is completed. Retain proof that you have satisfied the tax delinquency. If you have any questions about payment of delinquent taxes, please contact your nearest Department of Revenue office or call (608)261-6249. An application may be denied or a license/credential suspended if an applicant or license/credential holder is delinquent in paying support or fails to comply with a subpoena or warrant issued by the department of workforce development or a county child support agency related to support or paternity proceedings.(*2)						
	*6 - Section 440.12, Wis. Stats. *2 - Sections 49.22, and 440.13, Wis. Stats. *Acknowledgement to continue						
	By clicking "Save & Next" below, I am signifying that I have read the above statements (Continuing Duty of Disclosure, License/Credential Holder Charges or Convictions, and Affidavit of Applicant) and understand the obligation I have as a license/credential-holder should the information I've provided to the Department of Safety and Professional Services change.						
	Previous Save & Next						
Accountant, Certified Public - Renewal	D. destress						
	Declarations						
Steps Instructions	If you do not have a Social Security Number on file with us or are exempt from having a Social Security Number, and/or your legal status as a qualified alien or nonimmigrant lawfully present in the United States has changed since your last renewal (or the issuance of your license/credential if you have not renewed before), please contact the DSPS at 608-266-2112						
Ĭ	or dspsrenewal@wisconsin.gov						
Personal Information	I have read and understood the above legal status statement.						
Attestations	*Since your last renewal or initial licensure (if this is your first renewal), do you have any pending charges, prior convictions* and/or have you violated any federal or state laws, or any local ordinances (ordinance violations do not include minor traffic violations)?						
O Declarations	*Expunged convictions must be reported						
Continuing Education	I have pending charges, prior convictions, and/or ordinance violations I do not have pending charges, prior convictions, and/or ordinance violations						
Supporting Documents	Previous Save & Next						
Payment							
Accountant, Certified Public - Renewal	Continuing Education						
Steps	*Continuing Education Certification						
Instructions	I have completed 80 continuing professional education (CPE) credits during the past 24 month compliance period (December 15, 2021 to December 14, 2023) as required by Accy s. 2.602. I completed at least 20 of the required CPE credits during each 12 month segment within the 24 month compliance period. At least 40 of the CPE credits completed						
Personal Information	during the past 24 month compliance period were obtained by completing formal learning activities as defined under Accy s. 2.603 (2), of which at least 3 CPE credits were related to ethics.						
Attestations	I have not completed the 80 required continuing professional education (CPE) credits during the past 24 month compliance period. I will complete any remaining CPE credits within the 12 month carryback period ending on December 14, 2024, as provided under Accy s. 2.602 (8). I understand that if I fail to complete the required 80 CPE credits before						
Declarations	December 15, 2023, my license will be expired, and I must cease practicing as a certified public accountant in this state until my license has been reinstated pursuant to Accy s. 2.602 (9). Failure to complete the required CPE credits prior to the end of the 12 month carryback period on December 14, 2024 will result in the expiration of my license on that date, and I						
Continuing Education	must cease engaging in the practice of certified public accounting in this state until my license has been renewed or reinstated. I am an inactive certificate holder or would like to transition to an inactive certificate holder under Accy 2.602 (5) (b). I am therefore exempt from completing any continuing pro-						
Supporting Documents	fessional education (CPE) credits during the past 24 month compliance period. I understand that I may not practice as certified public accountant unless I renew or reinstate my license.						
Payment	My credential was issued between 12/15/2021 and 12/14/2022. I have complete 40 hours of continuing professional education (CPE) as required by Accy 2.602. My credential was issued after 12/15/2022. I am exempt from continuing professional education (CPE).						
	Previous Save & Next						



Instruction Page

Welcome, let's begin your renewal.

If you have questions about your renewal, please submit a support ticket by clicking "Request Support" in the blue banner on the top of this page. Provide complete contact information and a detailed description of the issue you're experiencing. Include your date of birth and the last 4 digits of your SSN, so that we can verify your identity. Once your renewal is complete and your license is renewed, you will receive an email with a link to print a copy of your license with the updated expiration date.

Personal Information Page

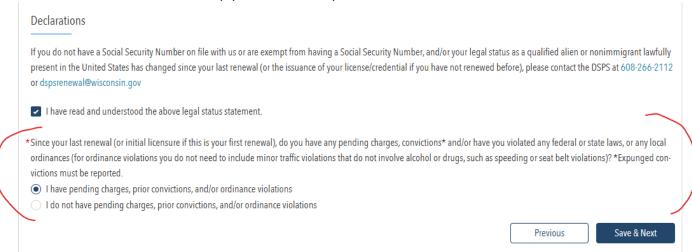
Add below verbiage already there

You are required to update your name and address within 30 days of the change per <u>Wis State Stat 440.11</u> To make changes, you will need to be logged into your account and click on the Amendment Tab to request a change. Please note that name changes require documentation of the name change before being submitted.

Email address, Phone Number and Gender changes can be made by clicking on the down arrow by your name in the upper right corner of your account. Then click on My Profile. Click on the Edit Profile button to make changes.

Declarations Page

Individual Conviction Statement (updated 4/2025)



^{*}Since your last renewal (or initial licensure if this is your first renewal), do you have any pending charges, convictions* and/or have you violated any federal or state laws, or any local ordinances (for ordinance violations you do not need to include minor traffic violations that do not involve alcohol or drugs, such as speeding or seat belt violations)? *Expunged convictions must be reported.

- NO, I DO NOT HAVE pending charges, convictions, and/or ordinance violations to report.
- YES, I HAVE pending charges, convictions, and/or ordinance violations to report.

State of Wisconsin Department of Safety & Professional Services

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request:			t:	2) Date When Request Submitted: 08/08/2025			
Will Johnson, Executive Director				Items will be considered late if submitted after 4:30 p.m. and less than: 10 work days before the meeting for Medical Board 14 work days before the meeting for all others			
3) Name of Board, Com	mittee, Co	ouncil, Sections: Ad	ccounting				
4) Meeting Date:	, , , , , , , , , , , , , , , , , , , ,						
08/20/2025				A Matters –Discussion and Consideration - Ninth Edition form Accountancy Act			
00/20/2020		0	OI UIII	norm Accountancy	y Act		
7) Place Item in:	JI.		ce before	e the Board being	9) Name of Case Advisor(s), if required:		
Open Session		scheduled?					
Closed Session		Yes (Fill out	Board A	ppearance Request)			
│		⊠ No		,			
10) Describe the issue a	nd action	that should be add	dressed:				
NASRA rologgo linke	https://p	asha org/blog/202	5/07/22/	/nasha and aigna ni	ublish-ninth-edition-of-the-uniform-		
accountancy-act-uaa/		asba.01g/b10g/202	<u> </u>	nasba-anu-aicpa-pt	abisi-iiitii-euitioii-oi-tiie-uiiiioi iii-		
11)		,	Authoriza	ation			
Will Johnson				08/08/2025			
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:							
 This form should be attached to any documents submitted to the agenda. 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 Board Admin Specialist prior to the							
start of a meeting.							