

IOWA ACCOUNTANCY EXAMINING BOARD  
200 EAST GRAND, SUITE 350 | DES MOINES, IA 50309

OPEN SESSION MINUTES  
BOARD MEETING  
June 29, 2016  
10:00 a.m.

**Board members present for all or part of the meeting:**

Robert Snodgrass	Dirk Dixon	Dale Leibfried
Shelley Laracuente	Ying Sa	Tom R. Thompson , via telephone

**Board members absent:**

Cheryl M. Critelli  
Laura Walker

**Staff Present:**

Robert Lampe, Executive Officer	Brandy March, Licensing Specialist
Luke Dawson, Assistant Attorney General	Lori SchraderBachar, Site Manager

**Public Present:**

Cindy Adams, ISCPA	Suzanne Jolicoeur, AICPA
John Johnson, NASBA	

**Call to Order:**

Laracuente called meeting to order at 10:00 a.m.

Roll Call: Dixon, aye; Leibfried, aye; Sa, aye; Snodgrass, aye; Thompson, aye, Laracuente, aye.

Quorum was established.

Agenda Changes and Additions  
None

**Motion by Snodgras to approve the May 11, 2016 open session minutes and May 11, 2016 closed session minutes.**

Seconded by Leibfried.

VOTE: Aye: all            Nay: None            Abstaining: none

Motion passed unanimously.

**Site Manager Comments** – SchraderBacher informed the Board that Bright is no longer the EO of the Appraiser Board and March has moved from the licensing specialist position to the Appraiser EO position. A new licensing clerk position has been posted. The Quarterly newsletter is behind but will be out soon.

**Executive Officer Comments** – Lampe stated that renewals are almost completed and will wrap up at midnight on June 30. Lampe will send an email to any lapsed licensee which typically

results in an additional hundred renewal applications. Lampe will send out an email on or after July 30 advising lapsed licensee on the reinstatement process.

Concern was mentioned regarding poor condition of some licensing cards. The Bureau has purchased a new copier and will resend new cards to anyone who had problems.

**Assistant Attorney General Comments** – Dawson will speak about the open meetings case during the Board orientation.

**Public Comment** – Adams from ISCPA informed the Board that Judy Chaplain retired in May. Michelle Thompson took over Chaplain's functions. Adams is in the process of preparing the legislative agenda and plans to work with Lampe and Dawson to coordinate efforts with a plan to touch on the tax preparer legislation.

**Old Business –**

AICPA Code of Professional Conduct Revision/Ethics Committee Update (Leibfried) – June 29 Presentation

Johnson presented facts and state comparison data regarding the adoption of the AICPA code of conduct. It is the goal of AICPA for states to adopt the code in full and replace any state code of ethics.

Jolicoeur also presented information on the AICPA code of conduct. Iowa does not directly reference the AICPA code of conduct but has some of its elements. Jolicoeur stated the AICPA will provide mobility and ethical guidance to licensees. The PEC committee meets quarterly and updates the code of conduct. The AICPA provides 24/7 support. Optimal adoption would be to blindly adopt without a specific date.

Discussion was held on the adoption methods, impact of legislative approvals needed when changes are made to the AICPA Code of Conduct and differences in the Code for LPAs and CPAs.

SchraderBachar reminded the Board that their purpose is to protect the safety of Iowans, not the individuals in the profession. The Board agreed that having standardized ethics will protect Iowans.

Rolling Review of Rules –

Tabled due to Walker's absence.

**New Business –**

Petition for Waiver-Cordray

Discussion was held on Cordray petition for waiver.

**Motion by Thompson to deny waiver for Cordray.**

Seconded by Leibfried.

VOTE: Aye: all                      Nay: None                      Abstaining: none

Motion passed.

Raising Fee for Peer Reviewers

Discussion was held on raising the peer reviewer fees in an attempt to be more competitive and to allow for greater acceptance of reviews and reviewer pools.

**Motion by Thompson to request peer reviewer fee increase to \$450 per hour with a CAP of 5 hours or \$2250 with expenses not to exceed \$500.00.**

**(Amended Motion from Leibfried) CAP changed to \$2,250 and \$450 per hour for deposition fee.**

Seconded by Leibfried.

VOTE: Aye: all                      Nay: None                      Abstaining: none

Motion passed.

AICPA-Exposure Draft-Peer Review

Lampe provided the AICPA exposure draft and stated Aug 26 is the deadline for members to provide feedback as an individual. This is not a requirement.

Internship Inquiry-Kelley

Lampe stated Kelley contacted the Board with an inquiry as to his ability to use life experience as part of the 150 hour requirement for Iowa licensure. Discussion was held on Kelley's request. Lampe will respond to the applicant regarding the Board decision.

**Motion by Thompson to deny internship hours for Kelley.**

Seconded by Snodgrass.

VOTE: Aye: all                      Nay: None                      Abstaining: none

Motion passed.

Board Orientation (Dawson)

Dawson presented the legal overview for new board members and commission member's handout dated April 24, 2015.

**NASBA**

Lampe provided a report on the NASBA meeting highlighting upcoming changes and major discussions held during the conference.

**Discipline Committee Report and Recommendations –**

**Motion made by Leibfried for the Board to go into closed session pursuant to Iowa Code Section 21.5(1)(a) and (d) and 272C.6(4).**

Seconded by Sa.

Roll Call –Dixon, aye; Leibfried, aye; Sa, aye; Snodgrass, aye; Laracuentte, aye; Thompson, aye.

Motion passed unanimously.

The Board entered into closed session at 11:55 a.m. and arose there from at 12:09 p.m.

**Motion made by Leibfried to return to open session.**

Seconded by Dixon.

Roll Call –Dixon, aye; Leibfried, aye; Sa, aye; Snodgrass, aye; Thompson, aye.

Motion passed unanimously.

The Board entered into closed session at 11:55 a.m. and arose there from at 12:09 p.m.

**Motion by Thomspon, Seconded by Snodgrass, to close cases 14-20, 15-08, 15-11, 15-41, 16-10.**

Roll Call - Dixon, aye; Leibfried, aye; Sa, aye; Snodgrass, aye; Laracuate, aye; Thompson, aye.  
Motion passed unanimously.

**Motion by Thompson, Seconded by Leibfried, to sign consent order and close case 16-03, 15-49 and 16-11.**

Roll Call - Dixon, aye; Leibfried, aye; Sa, aye; Snodgrass, aye; Laracuate, aye; Thompson, aye.  
**Motion passed unanimously.**

**Motion made by Sa for the Board to go into closed session pursuant to Iowa Code Section 21.5(1)(a) and (f) and 272C 6(4).**

Seconded by Snodgrass.

Roll Call – Dixon, aye; Leibfried, aye; Sa, aye; Snodgrass, aye; Laracuate, aye; Thompson, aye.  
**Motion passed unanimously.**

The Board entered into closed session at 12:13 a.m. and arose there from at 12:15 p.m.

**Motion made by Leibfried to return to open session.**

Seconded by Dixon.

Roll Call – Dixon, aye; Leibfried, aye; Sa, aye; Snodgrass, aye; Laracuate, aye; Thompson, aye.  
Motion passed unanimously.

The Board entered into closed session at 12:13 a.m. and arose there from at 12:15 p.m.

Reminder provided for August meeting. The next meeting is in October and December. The October meeting may be held at DMACC or their students would be invited to the Board office.

**Adjourn** – Laracuate adjourned the meeting at 12:32 p.m.

These minutes accurately reflect the minutes approved by the Board at the meeting on:

Aug. 31, 2016  
DATE

Shelly Laracuate  
BY: Chair