

**Alabama State Board of Public Accountancy  
Minutes of Board Meeting  
September 18, 2018**

1. Date, Place and Attendance of Meeting:

A regular meeting of the Alabama State Board of Public Accountancy was held on Monday, September 18, 2018 at Auburn University, Lowder Hall, located in Auburn, Alabama at 10:00 a.m.

Board Members Present: Mr. Steven M. Barranco, CPA  
Mr. J. Earl Blackmon, CPA  
Mr. Michael Terry Comer, PA  
Mr. Delbert Madison  
Ms. Connie Sheppard-Harris, CPA  
Mr. Wim Schaffers, CPA

Dr. Steve Grice was not in attendance of the meeting. A lawful quorum of the Board was present for the meeting.

Also present were D. Boyd Busby, Executive Director; Billington M. Garrett, Assistant Attorney General; Nicole Robinson, CPE Administrator; Amy Thompson, Senior Accountant; Anna Baker, Exam Coordinator; Dan Dustin, Vice President of State Board Relations for NASBA; Alfonzo Alexander, NASBA's Chief Ethics & Diversity Officer and President of the Center for Public Trust for NASBA; Chuck Jordan, Board Consultant; and Ashley Sellers, Peer Review Coordinator for the Alabama Society of CPAs. Jeannine P. Birmingham, President and CEO of the Alabama Society of CPAs was present for the morning portion of the meeting.

Sufficient prior notice of the meeting had been given as required by the Alabama Open Meetings Act.

2. Call to Order:

The meeting was called to order by Connie Sheppard-Harris, CPA, Chair.

3. Approval of Agenda:

Mr. Comer made a motion to approve the agenda as presented for the September 18, 2018 meeting. Mr. Blackmon seconded and the motion carried unanimously.

4. Approval of Minutes:

Mr. Madison made a motion to approve the minutes of the July 27, 2018 meeting. Mr. Schaffers seconded and the motion carried unanimously.

5. Presentation of NASBA CPT Ethics Course:

Mr. Alfonzo Alexander, President of the Center for Public Trust for NASBA, presented the NASBA CPT Ethics Course as an optional requirement for disciplinary cases. After the presentation was over, Mr. Schaffers made a motion that the Board require for any and all disciplinary action taken, the licensee must complete the NASBA CPT Ethics Course with a pass rate of 80% or greater, prior to reinstatement or within 45 days after a board order is issued, to be effective September 19, 2018. Mr. Schaffers further specified that the licensee must complete the three current modules until the time where a fourth module is added; at the time when a fourth module is available, the licensee must take all four modules. Mr. Madison seconded and the motion carried on a roll call vote. Voting in favor of the motion were Messrs. Barranco, Blackmon, Comer, Madison, Schaffers, and Ms. Sheppard-Harris.

6. Disciplinary Cases:

a. Disciplinary Case No. 16-24 – Jesse Ellis, Certificate No. 3648:

Mr. Busby presented a revised consent agreement signed by Mr. Jesse S. Ellis in which Mr. Ellis waived his right to a formal hearing and agreed to a revocation of his CPA certificate. The consent order also included Mr. Ellis' payment of an administrative fine in the amount of \$5,000.00 within one year from the date of acceptance. Mr. Schaffers made a motion that the Board adopt the revised consent agreement with regard to Mr. Jesse S. Ellis, CPA certificate No. 3648. Mr. Madison seconded and the motion carried on a roll call vote. Voting in favor of the motion were Messrs. Barranco, Blackmon, Comer, Madison, and Schaffers. Ms. Sheppard-Harris abstained. The Board's Consent Agreement is attached and becomes a part of these minutes.

b. Disciplinary Case No. 17-22 – Kristin McCracken, Certificate No. 10757-R:

Mr. Busby presented a consent agreement signed by Ms. Kristin McCracken in which Ms. McCracken waived her right to a formal hearing and agreed to a revocation of her CPA certificate. The consent order also included Ms. McCracken's payment of an administrative fine in the amount of \$5,000.00 within one year from the date of acceptance. Mr. Schaffers made a motion that the Board adopt the consent agreement with regard to Ms. McCracken, CPA certificate No. 10757-R. Mr. Barranco seconded and the motion carried on a roll call vote. Voting in favor of the motion were Messrs. Barranco, Comer, Madison, Schaffers, and Ms. Sheppard-Harris. Mr. Blackmon recused. The Board's Consent Agreement is attached and becomes a part of these minutes.

c. Disciplinary Case No. 18-10—Edwynna Minor, Certificate No. 1873:

Ms. Kathy Brown, Esq., Governmental Hearing Officer served as hearing officer and presided over the disciplinary hearing for Ms. Edwynna Minor, CPA. Ms. Minor attended the hearing and represented herself. At the conclusion of the hearing, Mr. Madison made a motion to go into Executive Session to deliberate and discuss the evidence and testimony presented during a public hearing. Mr. Schaffers seconded and the motion carried on a roll call vote. Voting in favor of the motion were Ms. Sheppard-Harris, Messrs. Barranco, Blackmon, Madison, and Schaffers. Mr.

Comer recused. Qualified Board members excused themselves at 10:58 a.m. to deliberate with an estimated time of 10 minutes needed to discuss the matter. The Board then deliberated in Executive Session. After deliberation, at 11:08 a.m., Ms. Sheppard-Harris called the meeting back to order and called for a motion in the matter. Mr. Barranco made a motion that the Board find Ms. Edwyna Minor guilty of all charges in the summons and complaint. He further moved that Ms. Minor be fined \$2,000.00. Mr. Schaffers seconded and the motion carried on a roll call vote. Voting in favor of the motion were Ms. Sheppard-Harris, Messrs. Barranco, Blackmon, Madison, and Schaffers. Mr. Comer recused. The Board's Order, Summons and Complaint, and the transcript of the hearing are attached and become a part of these minutes.

d. Disciplinary Case No. 18-12—Michelle Hallmark, Certificate No. 9195:

Ms. Kathy Brown, Esq., Governmental Hearing Officer served as hearing officer and presided over the disciplinary hearing for Ms. Michelle Hallmark, CPA. Ms. Hallmark did not attend the hearing and it was conducted in her absence. At the conclusion of the hearing Mr. Madison made a motion to go into Executive Session to deliberate and discuss the evidence and testimony presented during a public hearing. Mr. Schaffers seconded and the motion carried on a roll call vote. Voting in favor of the motion were Ms. Sheppard-Harris, Messrs. Barranco, Blackmon, Madison, and Schaffers. Mr. Comer recused. Qualified Board members excused themselves at 11:23 a.m. to deliberate with an estimated time of 5 minutes needed to discuss the matter. The Board then deliberated in Executive Session. After deliberation, at 11:25 a.m., Ms. Sheppard-Harris called the meeting back to order and called for a motion in the matter. Mr. Schaffers made a motion that the Board find Ms. Michell Hallmark guilty of all charges in the summons and complaint and that the Board revoke her CPA Certificate number 9195. He further moved that Ms. Hallmark be fined \$2,000.00 per count for a total of \$6,000.00 and that the revoked certificate be returned to the Board office within 30 days of this date. Mr. Blackmon seconded and the motion carried on a roll call vote. Voting in favor of the motion were Ms. Sheppard-Harris, Messrs. Barranco, Blackmon, Comer, Madison, and Schaffers. Mr. Comer recused. The Board's Order, Summons and Complaint, and the transcript of the hearing are attached and become a part of these minutes.

e. Disciplinary Case No. 18-18—Roger Watson, Certificate No. 7276:

Mr. Busby presented a consent agreement signed by Mr. Roger Watson in which Mr. Watson waived his right to a formal hearing and agreed to a censure. The consent order also included Mr. Watson's payment of an administrative fine in the amount of \$1,000.00 within 30 days from the date of acceptance. Mr. Madison made a motion that the Board adopt the consent agreement with regard to Mr. Watson, CPA certificate No. 7276. Mr. Blackmon seconded and the motion carried on a roll call vote. Voting in favor of the motion were Messrs. Barranco, Blackmon, Comer, Madison, and Ms. Sheppard-Harris. Mr. Schaffers recused. The Board's Consent Agreement is attached and becomes a part of these minutes.

f. Disciplinary Case No. 18CPE-1: Elizabeth Wilson, Certificate No. 3593:

Mr. Busby presented a consent agreement signed by Ms. Elizabeth Wilson in which Ms. Wilson waived her right to a formal hearing and agreed to a censure. The consent order also included

Ms. Wilson's payment of an administrative fine in the amount of \$1,500.00 within 30 days from the date of acceptance. Mr. Barranco made a motion that the Board adopt the consent agreement with regard to Ms. Wilson, CPA certificate No. 3593. Mr. Comer seconded and the motion carried on a roll call vote. Voting in favor of the motion were Messrs. Barranco, Blackmon, Comer, Madison, Schaffers, and Ms. Sheppard-Harris. The Board also requested that Ms. Wilson's CPE be audited for an additional two years. The Board's Consent Agreement is attached and becomes a part of these minutes.

**g. Disciplinary Case No. 18CPE-2: Lisa Larson, Certificate No. 5435:**

Mr. Busby presented a consent agreement signed by Ms. Lisa Larson in which Ms. Larson waived her right to a formal hearing and agreed to a censure. The consent order also included Ms. Larson's payment of an administrative fine in the amount of \$1,000.00 within 30 days from the date of acceptance. After hearing the evidence presented, Mr. Madison made a motion to go into Executive Session to discuss the proposed consent agreement. Mr. Barranco seconded and the motion carried on a roll call vote. Voting in favor of the motion were Ms. Sheppard-Harris, Messrs. Barranco, Blackmon, Comer, Madison, and Schaffers. Qualified Board members excused themselves at 11:49 a.m. to deliberate with an estimated time of 5 minutes needed to discuss the matter. The Board then deliberated in Executive Session. After deliberation, at 11:58 a.m., Ms. Sheppard-Harris called the meeting back to order and called for a motion in the matter. Mr. Schaffers made a motion that the Board reject the consent agreement with regard to Ms. Larson, CPA certificate No. 5435. Mr. Barranco seconded and the motion carried on a roll call vote. Voting in favor of the motion were Messrs. Barranco, Blackmon, Comer, Madison, Schaffers, and Ms. Sheppard-Harris. The Board's Consent Agreement is attached and becomes a part of these minutes.

**h. Disciplinary Case No. 18CPE-3: Paul Dickinson, Certificate No. 8576-R:**

Mr. Busby presented a consent agreement signed by Mr. Paul Dickinson in which Mr. Dickinson waived his right to a formal hearing and agreed to a censure. The consent order also included Mr. Dickinson's payment of an administrative fine in the amount of \$1,000.00 within 30 days from the date of acceptance. After hearing the evidenced presented, Mr. Madison made a motion to go into Executive Session to discuss the proposed consent agreement. Mr. Barranco seconded and the motion carried on a roll call vote. Voting in favor of the motion were Ms. Sheppard-Harris, Messrs. Barranco, Blackmon, Comer, Madison, and Schaffers. Qualified Board members excused themselves at 12: 53 p.m. to deliberate with an estimated time of 5 minutes needed to discuss the matter. The Board then deliberated in Executive Session. After deliberation, at 12:57 p.m., Ms. Sheppard-Harris called the meeting back to order and called for a motion in the matter. Mr. Blackmon made a motion that the Board reject the consent agreement with regard to Mr. Dickinson, CPA certificate No. 8576-R. Mr. Comer seconded and the motion carried on a roll call vote. Voting in favor of the motion were Messrs. Barranco, Blackmon, Comer, Madison, Schaffers, and Ms. Sheppard-Harris. The Board's Consent Agreement is attached and becomes a part of these minutes.

i. Disciplinary Case No. 18CPE-4: Claude Honeycutt, Jr., Certificate No. 6575:

Mr. Busby presented a consent agreement signed by Mr. Claude Honeycutt, Jr. in which Mr. Honeycutt waived his right to a formal hearing and agreed to a censure. The consent order also included Mr. Honeycutt's payment of an administrative fine in the amount of \$1,500.00 within 30 days from the date of acceptance. Mr. Barranco made a motion that the Board adopt the consent agreement with regard to Mr. Honeycutt, CPA certificate No. 6575. Mr. Blackmon seconded and the motion carried on a roll call vote. Voting in favor of the motion were Messrs. Barranco, Blackmon, Comer, Madison, Schaffers, and Ms. Sheppard-Harris. The Board's Consent Agreement is attached and becomes a part of these minutes.

7. Executive Director's Update and Report on Activities:

(a) Continued Enforcement Activities

Mr. Busby updated the Board on continued enforcement activities. He informed the Board of site visits that he had made and of the focus of future site visits for revoked CPAs or non-CPAs holding themselves out as CPAs.

(b) Out of State CPAs

Mr. Busby updated the Board on future research and enforcement of CPAs who are licensed in other states practicing in Alabama.

(c) Newsletter

Mr. Busby informed the Board that the most recent Board Newsletter went out by e-mail on September 14, 2018.

(d) Online CPA Exam Applications

Mr. Busby informed the Board that the plan is to have the CPA exam application fully online by Spring of 2019.

(e) Enforcement Projects for Next Year/Proactive Enforcement Actions

Mr. Busby updated the Board of plans for continued enforcement.

(f) Scanning Process Update

Mr. Busby updated the Board on the progress made on scanning all of the Board files.

(g) NASBA Strategic Planning Task Force

Mr. Busby updated the Board about the meeting of the NASBA Strategic Planning Task Force.

8. NASBA Update from Dan Dustin:

Dan Dustin updated the Board on the activities of NASBA. A brief discussion ensued but no action was taken.

9. Legal Contract for Collections:

Mr. Busby presented a contract from ZarZaur & Schwartz PC law firm. After discussion, Mr. Schaffers made a motion for the Board to agree to the contract, engaging Mr. ZarZaur to begin the process of collecting unpaid fines for the past five years. Mr. Blackmon seconded and the motion carried unanimously.

10. Approval of New CPA Certificates No. 13408-R to 13565-R:

Mr. Comer made a motion to approve new CPA Certificates No. 13408-R through 13565-R. Mr. Barranco seconded and the motion carried unanimously.

11. Approval of April-May-June 2018 CPA Examination Grades:

The Board was presented with the AICPA Advisory Grades for the April-May-June 2018 Uniform CPA Examination for review. After review, Mr. Madison made a motion to approve the grades as released to candidates. Mr. Barranco seconded and the motion carried unanimously.

12. Approval of Operating Calendar FY 2018-2019:

An Operating Calendar for FY 2018-2019 was presented to the Board. After discussion, Mr. Blackmon made a motion to approve the Operating Calendar as presented. Mr. Madison seconded and the motion carried unanimously.

13. Approval of FY 2018-2019 Operations Plan:

The FY 2018-2019 Operations Plan was presented to the Board. After discussion, Mr. Barranco made a motion to approve the Operations Plan as presented. Mr. Schaffers seconded and the motion carried unanimously.

14. Approval of 2019-2020 Annual Budget:

The FY 2019-2020 Annual Budget was presented to the Board. After discussion, Mr. Comer made a motion to approve the 2019-2020 Annual Budget as presented, providing for allowances for possible payment for STARS. Mr. Madison seconded and the motion carried unanimously.

15. Alabama CPA Examination Statistics:

A statistical summary of the Alabama CPA Examination was presented to the Board. A brief discussion ensued but no action was taken.

16. New Certificates by Transfer of Grades:

A statistical summary of new certificates by transfer of grades was presented to the Board for review. A brief discussion ensued but no action was taken.

17. FY 2017-2018 Delinquencies Update:

A statistical summary of FY 2017-2018 delinquent licensees was presented to the Board. A brief discussion ensued but no action was taken.

18. Peer Review Delinquencies Update at December 31, 2017:

A statistical summary of Peer Reviews as of December 31, 2017 was presented to the Board. A brief discussion ensued but no action was taken.

19. CPE Audits Update:

A statistical summary of CPE audit results to date for the CPE reporting period ended September 30, 2017 was presented to the Board. A brief discussion ensued but no action was taken.

20. Complaints Update:

A complaints summary for FY 2009-2010 through 2017-2018 was presented to the Board. A brief discussion ensued but no action was taken.

21. Licensee Count:

A statistical summary of the number of Board licensees by category was presented to the Board. A brief discussion ensued but no action was taken.

22. Approval of Proposed Personnel Action:

The Board was presented with a proposed personnel action that would create a part time Board Attorney position. Mr. Blackmon made a motion to approve the proposed position analysis creating the position of Board Attorney. Mr. Madison seconded and the motion carried unanimously. Additionally, the Board was presented with a new Compensation Plan that included a 3% COLA effective October 1, 2018, per Act # 2018-352.

23. Adjournment of Meeting:

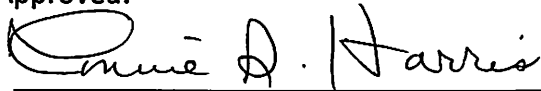
The next meeting of the Board is scheduled for Thursday, November 15, 2018 at 10:00 a.m. on the campus of The University of Alabama. There being no further business to come before the Board, Mr. Blackmon made a motion to adjourn. Mr. Barranco seconded and the motion carried unanimously. The meeting adjourned at 2:56 p.m.

Respectfully Submitted:



M. Terry Corner, CPA  
Secretary

Approved:



Connie Sheppard-Harris, CPA  
Chair