

**NEW JERSEY STATE BOARD OF ACCOUNTANCY  
PUBLIC SESSION MINUTES  
NOVEMBER 13, 2008  
ROOM 10C - 5TH FLOOR**

**I Call to Order and Roll Call - 9:40 A.M.**

A meeting of the New Jersey State Board of Accountancy was convened in accordance with the provisions of the Open Public Meetings Act. Pursuant to those provisions, the proper notifications were made to the Office of the Secretary of State, the Camden Courier-Post, the Trenton Times, the Asbury Park Press, the Record, and the Star-Ledger. Keith Balla, Board Treasurer, called the meeting to order at 9:30 a.m. The following roll call was taken:

Keith Balla, CPA Present  
Robert Cagnassola, CPA Present  
John Dailey, Jr., CPA Excused  
Andrew DuBoff, CPA Present  
Bennie Hadnott, CPA Present  
Albertus Jenkins, Public Member Excused  
Donald Jump, CPA Excused  
Aubrey Kosson, CPA Present  
Margaret Shoe, PA Present  
Robert Sommer, PA Present  
Peter Torok, Public Member Excused

Also present at the meeting were William Mandeville, Executive Director; Tobey Palan, Deputy Attorney General; Melba Rodriguez, Secretarial Assistant; Marie Lisa, Staff; Mike Polito, Past President, NJSCPA; Jeff Kaszerman, Government Relations Manager, NJSCPA; Robert J. Traphagen, President-Elect, NJSCPA and David Plaskow, Editor, NJSCPA Magazine.

**II Minutes of the Meeting of October 16, 2008**

On a motion made by Andrew DuBoff, seconded by Bennie Hadnott, the Board voted to approve the October 16, 2008 Public Session minutes with corrections. The vote of the Board was six voting in favor with Keith Balla abstaining.

**III President's Remarks**

No remarks were made.

**IV Executive Director's Remarks**

Executive Director Mandeville informed the Board that the license renewals were mailed out on November 7, 2008. There were many glitches in the process and they have all been resolved. The renewals were mailed out in bunches and they were still being mailed out.

Treasurer Balla informed the Board that you must save on each page before you can continue to the next page. John Dailey had a webcast and informed the 200 people in attendance about the saving on each page to continue so that there weren't too many issues when proceeding to renew their licenses. It was also noted that you can print the last page as your receipt before you exit the system.

Executive Director Mandeville informed the Board that the Board office does not have access to the renewal process due to fire walls that are in place. The Board office thus is not able to correct any errors that may have occurred during the renewal process.

Consumer Affairs Director David Szuchman and MIS Director Maria Lapola would be available at the Board meeting to answer any questions the Board members and the public may have.

### **V NJ Successful Candidate**

A Joseph C. Amato, Jr.

Mr. Amato is requesting licensure in the State of New Jersey. Mr. Amato passed the NJ CPA examination in May 1993.

On a motion made by Andrew DuBoff, seconded by Robert Sommer, the Board voted to approve Mr. Amato for licensure. The vote of the Board was unanimous.

### **VI Request for Waiver to Reinstate CPA License**

A Richard Salute

Mr. Salute is requesting reinstatement of his CPA license in New Jersey. Mr. Salute is currently licensed in New York.

On a motion made by Andrew DuBoff, seconded by Robert Sommer, the Board voted to authorize DAG Palan to contact Mr. Salute to obtain information regarding a settlement agreement he entered into a few years ago. The Board is approving Mr. Salute's request for reinstatement of his CPA license contingent on the details of the information that DAG Palan will request from Mr. Salute. The vote of the Board was unanimous.

### **VII Request for CPE Waiver**

A Walter W. Ruegger, CPA

Mr. Ruegger is requesting a waiver of his CPE requirements based on a medical issue. Mr. Ruegger has been taking care of his ill wife since the end of 2007 and was not able to complete the CPE requirements.

On a motion made by Margaret Shoe, seconded by Robert Cagnassola, the Board voted to waive 40 CPE credits for this triennial renewal period. Mr. Ruegger is to complete 80 CPE credits by December 31, 2008. The vote of the Board was unanimous.

### **VIII UPL Mitigation**

A Howard Izes

Robert Cagnassola recused himself from this matter and exited the room.

Mr. Izes sent in for Board review audit material and he was lacking 44 credits and was fined \$4,600.00. Mr. Izes has sent additional material and he is now deficient 4 credits in Ethics.

On a motion made by Andrew DuBoff, seconded by Robert Sommer, the Board voted to rescind the \$4,600.00 fine and accept the additional credits he has submitted for the period ending 12/31/05. Mr. Izes is to be informed that he must complete 4 credits in Ethics and 4 others no later than 12/31/08. A new UPL is to be issued in the amount of \$500.00 if he answered "yes" to the Ethics course question on his renewal application, or \$250.00 if he answered "no". The vote of the Board was unanimous.

### **IX Focus Questions**

On a motion made by Robert Cagnassola, seconded by Margaret Shoe, the Board voted to authorize Andrew DuBoff and Executive Director Mandeville to answer the Focus Questions and place this matter on

the December agenda for Board approval. The vote of the Board was unanimous.

## **X Committee Reports**

### A CPA Examination Committee

Aubrey Kosson had no report for the Board.

### B Ethics Committee

No report was given.

### C CPE Committee

Robert Sommer informed the Board that he did not have a CPE Committee report to give but did inform the Board that he has been re-appointed to NASBA's CPE Committee for the 2008-2009 year.

### D RMA Committee

Robert Cagnassola informed the Board that he and Mr. DuBoff (and Mr. Sommer if necessary) would be proctoring the December 5, 2008 RMA examination along with the Board office staff. Mr. Cagnassola informed the Board that, to date, there are ten people scheduled for the RMA examination.

### E QE Committee

Robert Cagnassola had no report for the Board.

### F Education Committee

Bennie Hadnott informed the Board that he attended the NASBA Annual Meeting in Boston, MA, and he gave the Board a brief summary of some of the educational and other matters that were covered during the meeting.

### G Reciprocity Committee

Keith Balla had no report for the Board.

### H Nominating Committee

Andrew DuBoff had no report for the Board.

### I Statute/Rules/Regulations Committee

Andrew DuBoff informed the Board that there will be a Committee meeting on December 15, 2008 at 9:30 A.M. to discuss the Mobility Law. Keith Balla informed the Board that he would not be available on that date.

### J Planning Committee

Margaret Shoe had no report for the Board.

### K Monitoring Profession Committee

No report was given.

## **XI Renewal Process Report**

Consumer Affairs Director David Szuchman and MIS Director Maria Lapola addressed the Board regarding the license renewal process currently taking place for the Board of Accountancy. Director Szuchman thanked the Board for a job well done. He especially thanked Executive Director Mandeville for a job well done. Director Szuchman apologized for all the problems that occurred at the beginning of this process.

MIS Director Lapola informed the Board that there are 70,000 licensees from different professions whose licenses currently expire on 12/31/08. Accountancy licensees alone are 25,000. Director Lapola reported that when there are this many licensees renewing at the same time it slows down the system and renewals only go out in batches. The renewal information was sent out to the vendor on October 16th for processing. The process was to start on October 23rd, but it did not, due to the fact that the vendors were closed for business on a few days during the critical period.

On October 23rd, the renewals started generating. On October 31st, they were finished generating. On November 3rd, MyLicense letters were generated and sent off to the printers. In error, the information was sent to Newark for printing instead of Trenton. The renewal letters were to be mailed on November 6th, but instead were mailed on November 7th. On November 7th, the link to renew went live.

As of 11/12/08 there have been 3370 accountants who have renewed. Director Lapola informed Executive Director Mandeville that she would be sending out periodic reports regarding how many licensees have renewed.

Director Szuchman once again apologized to the Board for all the errors, expressed his hope that this does not happen again, and thanked the Board for their understanding.

## **XII Public Comments**

Robert J. Traphagen, President-Elect, NJSCPA thanked Executive Director Mandeville and staff for correcting the areas where the errors occurred. Mr. Traphagen stated that given the errors that were made, notification should be sent by the Board extending the date to renew before being charged a late fee to 01/15/09 or 01/31/09. Executive Director Mandeville reported that there will not be a late fee until subsequent to 01/30/09.

Jeff Kaszerman, Government Relations Manager, NJSCPA reported to the Board that there would be a high school program on December 17th. On December 15th, the Society is having their Holiday Luncheon, and the Board is invited. On January 13th, there will be a Town Hall meeting with AICPA President Barry Melancon at Pines Manor, Edison, NJ. Mr. Kaszerman thanked Executive Director Mandeville for handling all the problems that were involved in the renewal process. Mr. Kaszerman informed the Board that the Society will be having their Annual Scholarship Awards Ceremony on April 24, 2009. There will be approximately \$350,000 in awards.

David Plaskow, Editor, NJSCPA Magazine asked a question regarding the late fee. Executive Director Mandeville reiterated that the late fee will not be in effect until after 01/30/09.

On a motion made by Andrew DuBoff, seconded by Robert Sommer, the Board voted to adjourn the Public Session Board meeting at 11:30 A.M. to reconvene in Executive Session to discuss the results of the Investigative Inquiry conducted on November 6, 2008, one miscellaneous matter and ten Consumer Complaints. The vote of the Board was unanimous.

Respectfully submitted,

William Mandeville  
Executive Director