

**Illinois Board of Examiners Meeting
Board Minutes-January 17, 2014-10:00 AM
550 W Jackson Blvd, Building Meeting Room
Chicago, IL 60661**

Members Present: Dr. Penelope Yunker, Chair, CPA; Howard Engle, Vice-Chair, CPA; Claireen L Herting, CPA, JD; James G Kelley, CPA; Rhonda Kodjayan, CPA; Sara Mikuta, CPA; Sharon Morrow; Simon Petravick, CPA & Thomas W Winkler, CPA, JD
Note: Shelly Holzman listened by phone

Guests: Marty Green, Illinois CPA Society (ICPAS) (participated by phone)

Staff: Russ Friedewald, Executive Director
Tia Marie France, Assistant Director
Matthew Hoffman, Business Manager

Call to Order

Chairperson Yunker called the meeting to order at 10:02 AM. Dr. Yunker reminded the members that as a phone participant, Mr. Holzman would not be voting on any action requiring a vote.

Introduction of Matthew Hoffman

Mr. Friedewald introduced Matthew Hoffman, newly appointed business manager to the board.

ACTION 1. Approval of October 7, 2013 Minutes

Chairperson Yunker motioned to accept the October 7, 2013 board meeting minutes with a clarification regarding matters discussed in executive session. Mr. Holzman did not vote.

2. Report of the Chair-Dr. Penny Yunker

Dr. Yunker discussed the NASBA Annual Meeting & mentioned the Massive Open Online Courses (MOOCs) in relation to accepted credit on transcripts.

3. Report of the Executive Director-Russ Friedewald

- ACTION**
- a. Mr. Friedewald reviewed the 4Q13 scores with the board and circulated the reports for signature approval.
 - b. Mr. Friedewald updated the board on office staffing, current work flow processes and NASBA's recommendations for increased efficiency and productivity. Details regarding the positions as "in-house" Information Technology (IT) held by Ric Rose, ILBOE and Khaled Nafea, Micro Systems International were also discussed.
 - c. Mr. Friedewald stated that the upgrade of the in-house system, Versa Regulation (VR), was installed and went "live" on December 11, 2013.
 - d. Mr. Friedewald stated that recommendations from NASBA have been implemented regarding the foreign evaluation work flow process. The decision to continue having NASBA review foreign transcripts versus "in-house" foreign evaluators is still under review. NASBA has been contracted to perform foreign evaluations on an emergency interim basis due to the retirement of the board's foreign evaluator.

- e. Mr. Friedewald mentioned that college curriculum templates are still being received from colleges for students to reference from the board's website..
- f. Mr. Friedewald stated that Ethics training certificates are to be completed by all board members pursuant to Illinois law by the end of April, 2014.
- g. Mr. Friedewald updated the board on the current status of the Auditor General's audit. This included the status on the lease for the former office in Champaign, the build-out in Naperville and remaining funds with the University of Illinois at Urbana-Champaign.

4. Legislative Update-Mr. Green

Mr. Green stated that the downstate scheduled Town Hall Forums sponsored by ICPAS are complete. He also gave updates regarding the current status and amendments of specific acts.

Administrative Hearing

Candidate/Petitioner: Ms. Robyn Whiteman
Location: 550 W Jackson, Chicago, IL

Candidate appealed to the Candidacy Committee on record regarding approval to sit for the Certified Public Accounting (CPA) exam under the previous requirements in effect before July 1, 2013. The Candidacy Committee denied the appeal and the candidate requested a hearing before the full board.

The candidate was advised the administrative hearing decision is final and that she would be notified within 15 days of the hearing date via certified mail.

ACTION Executive Session

Following the hearing, board members went into executive session to discuss the details of the administrative hearing. Following the executive session, the board voted in open session to uphold the denial of the candidate's appeal. Mr. Holzman did not vote.

ILBOE COMMITTEE AND TASK FORCE REPORTS

5. Administrative Committee-Mr. Winkler

Mr. Winkler stated that the initial meeting for rewriting the rules is scheduled for February 17, 2014.

6. Candidacy Committee-Ms. Herting

Ms. Herting discussed the committee's activity (see handout).

7. Education Advisory Task Force-Mr. Petravick

Mr. Petravick stated that notification regarding the Education Advisory Task Force meeting scheduled for April 4, 2014 has gone out. The agenda draft was also discussed. The board approved reimbursing attendees for mileage or train expenses incurred while traveling to/from the conference as has been the practice for previous educator conferences. Ms. Morrow voted no to allowing expenses for conference attendees.

8. Financial Committee-Mr. Engle

Mr. Engle deferred this report until the financials are complete.

9. Nominating-Mr. Winkler

Mr. Winkler advised the members to send in letters of interest, biographies and recommendations for possible board appointees. Board member renewal terms were also discussed. A meeting date is TBD.

10. State Liaison Committee-Ms. Morrow

No Report

11. Strategic Planning-Mr. Holzman

No Report. The committee will proceed once the Administrative Committee meets.

NASBA Committee Reports

12. Bylaws Committee-Mr. Winkler

Mr. Winkler discussed the possible upcoming structural changes regarding NASBA committees.

13. CBT Administration Committee-Ms. Walker

No Report

14. Communications Committee-Mr. Kelley

Mr. Kelley discussed redundancies in communication.

15. Ethics & Strategic Issues Committee-Mr. Holzman

Mr. Holzman discussed the support of the AICPA's ethics rules as well as a possible conflict of interest relating to the Exposure Draft.

16. Global Strategies Committee-Mr. Engle

Mr. Engle stated that an agenda is forthcoming and the meeting date is TBD.

17. Nominating Committee-Ms. Herting

Ms. Herting discussed the selection of the new Vice Chairman and that applications have been received.

18. AICPA/BOE-Mr. Winkler, Mr. Friedewald

Mr. Winkler and Mr. Friedewald briefly discussed the exam design process.

Unfinished Business-None

New Business-None

Dr. Yunker adjourned the meeting at 3:05 PM.