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**New Mexico Regulation and Licensing Department**  
**BOARDS AND COMMISSIONS DIVISION**  
**New Mexico Public Accountancy Board**  
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**MINUTES**  
Special Board Meeting  
August 12, 2014

**BOARD MEMBERS IN ATTENDANCE:** Mr. Jack Emmons, Chairman, CPA  
Mr. Patrick Stewart, Vice Chair  
Mr. Dennis Houston, Treasurer  
Mr. William Golden, Secretary  
Mr. Farley Vener, CPA  
Ms. Maria Cassimus, CPA  
Mr. Ben Roybal, Public Member

**BOARD STAFF IN ATTENDANCE:** Ms. Jennifer N. Baca, Executive Director  
Ms. Jeanette Contreras, Licensing Administrator  
Mr. Ernest Santucci, Investigator  
Ms. Juanita Aragon, Licensing Manager  
Ms. Anna Armijo, Admin. Secretary

**ATTORNEY GENERAL'S OFFICE  
STAFF IN ATTENDANCE:** Ms. Mary Smith, Board Counsel

**PUBLIC IN ATTENDANCE:** Mr. John Carey  
Mr. Leslie Rogers  
Ms. Hilda Hanson  
Mr. Steve Holliday  
Mr. Robert Gonzales

**PLACE & TIME:**

The New Mexico Public Accountancy Board held a Special Board Meeting on August 12, 2014, 9:00 a.m., in the RLD Conference Room, 5200 Oakland Ave. NE, Albuquerque, NM 87113.

**1. CALL TO ORDER; ROLL CALL**

Chairman Mr. Jack Emmons called the meeting to order at 9:04 a.m. Roll call was taken: Chairman Emmons, Ms. Cassimus, Mr. Patrick Stewart, Mr. Dennis Houston, Mr. Farley Vener, and Mr. Ben Roybal were present.

**2. REVIEW AND APPROVAL OF AGENDA**

A motion to approve the agenda was made by Mr. Stewart and seconded by Mr. Houston.

The Board voted unanimously to pass the motion.

**3. APPROVAL OF MINUTES FROM JUNE 10, 2014 REGULAR BOARD MEETING**

A motion was made by Mr. Roybal and seconded by Ms. Cassimus, to approve the minutes of the June 10, 2014, regular Board meeting.

The Board voted unanimously to pass the motion.

**4. STRATEGIC PLANNING SESSION**

- Review of FY16 Strategic Plan- Ms. Baca provided the Board with information regarding the FY16 Strategic Plan for the Board's edification.

The Board approved the plan as presented.

**5. ANNUAL EVENTS AND UPDATES**

- NASBA Board Meeting brief presentation by Dan Dustin and Carlos Barrera at the October 21<sup>st</sup> Board Meeting.
- NASBA 107<sup>th</sup> Annual Meeting, Washington, DC – November 2-5 2014

The Board will attempt to send three Board members to attend the NASBA's Annual Meeting.

**6. SWEARING IN CEREMONY**

- Keynote Speaker - Ms. Baca reported that the next ceremony will be held on Wednesday, November 19, 2014, at the University of New Mexico Continuing Education Center Auditorium at 3:00 p.m. The keynote speaker has yet to be decided.

Mr. William Golden enters the Board Meeting.

**7. DOL/PEER REVIEW MATTERS**

- Guidance for CPA firms conducting ERISA audits that are not licensed in New Mexico

Chairman Emmons informed the Board of Peer Review procedures and potential communication issues with AICPA bylaws.

Ms. Mary Smith recommended that the next rules committee take a look at the NMAC rules on how and when peer reviews are conducted and address the specifics.

The Board recommended a letter informing the CPA firms, which conducts ERISA audits, of the New Mexico Law governing registration of CPA firms. Letter will be generated by the Public Accountancy Board's staff, final review and approval will be made by Mr. Jack Emmons and Ms. Maria Cassimus.

**8. REQUEST BY HILDA HANSON TO REINSTATE CPA LICENSE (exp. 7/28/2003), pursuant 16 NMAC 60.3.12**

- **Request by Hilda Hanson-** A motion was made by Ms. Cassimus and seconded by Mr. Stewart, to approve the Reinstatement of Ms. Hanson's CPA license. The Board voted unanimously to pass the motion.

**9. REQUEST BY KATHRYN VETTER TO REINSTATE CPA LICENSE (exp. 6/30/1999), pursuant 16 NMAC 60.3.12**

- **Request by Kathryn Vetter** – A motion was made by Mr. Golden and seconded by Mr. Roybal, to approve the Reinstatement of Ms. Vetter's CPA license. The Board voted unanimously to pass the motion.

**10. REQUEST BY LESLIE ROGERS TO REINSTATE CPA LICENSE (exp. 06/30/2013), pursuant 16 NMAC 60.3.12**

- **Request by Leslie Rogers** – A motion was made by Mr. Roybal and seconded by Mr. Golden, to ratify and confirm the approval of the Reinstatement of Mr. Roger's CPA License, as of June 11, 2013. The Board voted unanimously to pass the motion.

**11. UNIFORM CPA EXAMINATION ISSUES**

- **Approval of Scores for April/May 2014 Testing Window** – A motion was made by Mr. Roybal and seconded by Mr. Golden, to approve the Uniform CPA Examination scores for the April/May 2014 testing window. The Board voted unanimously to pass the motion.
- **CBT Data for New Mexico** – Ms. Baca provided the CBT Data for New Mexico for the Board's edification.
- **Candidate Performance Data for April/May 2014 Testing Window** – Ms. Baca provided the Candidate Performance Data for April/May 2014 testing window for the Board's edification.
- **Passed Examination/Licenses Issued Reported for 2003-2014** – Ms. Baca provided the Passed Examination/Licenses Issued Report for 2003-2014 for the Board's edification.
- **Request by Carson Townsend for an extension of Credit for REG** – A motion was made by Mr. Roybal and seconded by Mr. Golden, to approve Ms. Townsend's extension of time of the REG portion of the CPA exam till September 30, 2014. The Board voted unanimously to pass the motion.
- **Request by Robert Gonzales for an Extension of Credit for FAR** – A motion was made by Mr. Roybal and seconded by Mr. Golden, to approve Mr. Gonzales' extension of time of the FAR portion of the CPA Exam till February 28, 2015. The Board voted unanimously to pass the motion.

**12. EXECUTIVE SESSION**

Chairman Emmons stated that he would entertain a motion to enter into executive session. The executive session will be held in accordance with NMSA 1978, Sections 10-15-1 (H) for the limited purpose of:

- Consideration of Complaint Committee recommendations in the following cases:
  - Case No. 2014-03
  - Case No. 2014-04
  - Case No. 2014-15
  - Case No. 2014-19
  - Case No. 2014-22
  - Case No. 2014-23
  - Case No. 2014-24
  - Case No. 2014-25

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- Case No. 2014-26
- Case No. 2014-27
- Case No. 2013-28
- Case No. 2014-29
- Case No. 2014-30
- Case No. 2014-31
- Case No. 2014-32
- Applicant #916200
- Applicant #917499
- Case No. 2014-05
- Case No. 2014-16
- Case No. 2014-13
- Case No. 2014-17

A motion was made by Mr. Stewart and seconded by Mr. Houston, to enter into executive session. A roll call vote was taken. Roll call vote: Ms. Cassimus, Mr. Emmons, Mr. Houston, Mr. Roybal, Mr. Golden, Mr. Stewart, and Mr. Vener were present. The Board voted unanimously to pass the motion.

The members entered Executive Session at 11:00 A.M.

### **13. BOARD DECISIONS**

The Board returned from executive session at 12:05 p.m. Chairman Emmons stated that the only items discussed in the executive session were the cases listed on the agenda. A roll call vote was taken by Ms. Baca: Chairman Emmons, Mr. Patrick Stewart, Mr. Dennis Houston, Mr. Farley Vener, Mr. William Golden, Ms. Maria Cassimus, and Mr. Ben Roybal were present. A motion was made by Mr. Stewart and seconded by Ms. Cassimus, to exit of executive session.

The Board voted unanimously to pass the motion.

**Complaint Committee Recommendations:** A motion was made and read by Mr. Stewart and seconded by Ms. Cassimus, to accept the recommendations of the following cases:

- Case No. 2014-03      Amend the Pre-NCA Stipulated Agreement: to extend the Submission of the "Final Acceptance Letter" to 9/30/2014.
- Case No. 2014-04      Amend Pre-NCA Stipulated Agreement to: a payment of a \$750 fine and completion of 40 hours CPE by 8/31/2014.
- Case No. 2014-15      Issue NCA; defer issuance pending acceptance of a Pre-NCA Stipulated Agreement: a payment of a \$2,000 fine and submission of the "Final Acceptance Letter" by 12/15/2014.
- Case No. 2014-19      Amend Pre-NCA Stipulated Agreement to: a payment of a \$1,000 fine on unlicensed practice by 9/30/2014.
- Case No. 2014-22      Close case.
- Case No. 2014-23      Issue NCA; defer issuance pending acceptance of a Pre-NCA Stipulated Agreement: a payment of a \$100 fine by 09/30/2014.
- Case No. 2014-24      Issue NCA; defer issuance pending acceptance of a Pre-NCA Stipulated Agreement: a payment of a \$250 fine and \$150 fine for Investigative costs by 9/30/2014.
- Case No. 2014-25      Table the matter, pending further investigation: The Board directed staff to have the complainant follow New Mexico Public Accountancy Board complaint procedures and supply supporting documentation.
- Case No. 2014-26      Issue NCA; defer issuance pending acceptance of a Pre-

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NCA Stipulated Agreement: Payment of a \$250 by 09/30/2014.

- Case No. 2014-27 Issue NCA; defer issuance pending acceptance of a Pre-NCA Stipulated Agreement: a payment of a \$350 fine by 09/30/2014.
- Case No. 2014-28 Issue NCA; proposing to revoke the CPA license.
- Case No. 2014-29 Issue NCA; defer issuance pending acceptance of a Pre-NCA Stipulated Agreement: a payment of a \$700 fine by 09/30/2014.
- Case No. 2014-30 Issue NCA; defer issuance pending acceptance of a Pre-NCA Stipulated Agreement: a payment of a \$250, provide a complete and accurate CPE Reporting Form, and certificates substantiating completion of the 2013 to 2014 reporting year including 4 CPE hours of Ethics by 9/30/2014.
- Case No. 2014-31 Issue NCA; defer issuance pending acceptance of a Pre-NCA Stipulated Agreement: a payment of a \$100 and completion of 1.5 CPE hours by 9/30/2014.
- Case No. 2014-32 Issue NCA; defer issuance pending acceptance of a Pre-NCA Stipulated Agreement: a payment of a \$100 fine by 09/30/2014.
- Applicant #916200 Issue License.
- Applicant#917499 Issue License.
- Case No. 2014-05 Close case.
- Case No. 2014-16 Close case.
- Case No. 2014-13 Close case.
- Case No. 2014-17 Close case.

The Board voted unanimously to pass the motion.

**14. ADJOURNMENT**

A motion was made by Mr. Golden and seconded by Ms. Cassimus, to adjourn the meeting at 12:31 p.m.

The Board voted unanimously to pass the motion to adjourn.

  
C. Jack Emmons, CPA, Chairman

  
William Golden, Secretary