

**Nebraska Board of Public Accountancy
Licensing Committee Conference Call Minutes
2:00 p.m., Thursday, July 6, 2006**

Members present: Committee Chair Jim Titus, Members Anne Fuhrman and Tom Obrist, Staff Executive Director Dan Sweetwood and Jo Lowe.

Licensing Committee Meeting Agenda:

1.) Licensing Issues:

- a.) Certificate Issue: The Committee felt Mr. Kirshbaum should have realized that his permit had expired and that he was responsible for renewal. The Committee recommended that he be required to sign a Stipulation and Consent Order, report the required 80 hours of CPE for a 2005-2007 permit renewal, and will then be returned to active status. Staff will notify Mr. Kirshbaum and offer a hearing before the Board if he chooses.
- b.) Public Hearing for Neil Phillips to Return Certificate to Good Standing on July 19. The Committee approved the public hearing for the July 19 Board meeting. Staff will provide a hearing script and supporting documents.
- c.) Office Registration, PAA 1-135: A CPA firm raised the question whether each firm office should receive a permit? There is no PAA or Title 288 Rule requirement for display of firm permit so only one permit will be provided to each firm.
- d.) Firm name request: The name Key Advisor, P.C., a Missouri firm doing business in Nebraska, was approved because the name of the original CPA is Alexander Key.
- e.) Should we stop collecting SSN's and delete those we have from the database? Staff will research other state agencies policy and propose a solution to the social security number issue.
- f.) Reciprocal Certificate Requirements: Upon receipt of a letter from a new Nebraska resident, the Committee feels that a "four years of public accounting experience in the previous 10" provision in the PAA needs to come from the membership organization of the Society. The Board would support a workable solution to the issue.
- g.) Informal audit process of licensing applications by Licensing Committee member. The Committee approved the process as written.

2.) Update report of permit/registration renewal process. The renewals have all been processed, but continue to come in, and certified letters explaining the violation were sent to those who did not renew their active permit to practice on July 7, 2006.

3.) Review of Initial Permits to Practice, Initial Firm Permits, and Certificate's issued since April 27, 2006. Motion out of Committee to forward to the Board for recommended approval of the Initial Permits to Practice, Initial Firm Permits, and Certificate's issued since April 27, 2006.

- 4.) **Review of Reinstatements, Inactive Retired Affidavits and Surrendered Certificates since April 27, 2006.** Motion out of Committee to forward to the Board for recommended approval of the Reinstatements, Inactive Retired Affidavits and Surrendered Certificates since April 27, 2006. Staff will recheck the age of Charlene Gustin for retired status. (She is of age, 7-6-06.)
- 5.) **Update on Revocation of Active Permit Holders with no history for over three years.** The permit holders who have not contacted the Board since 2003 will be added to the revocation list.
- 6.) **Recap of Wesleyan Meeting on CPA Numbers.** Staff Jo Lowe reported that she had attended a meeting at Nebraska Wesleyan called by CPA Jared Faltys who is concerned about a potential crisis in the profession due to the increasing age of CPAs in rural areas coupled with fewer numbers of people becoming CPAs. The Board staff will act only as a resource to provide needed numbers should a committee be established to work on the issue.
- 7.) **Committee Licensing Manual Update.** The Committee suggested that Board policy for the Licensing manual be ordered by PAA and Rules number and then chronologically. The Staff is working a better way to track all office information. The Licensing manual should be available by the next Committee meeting.
- 8.) **Other miscellaneous items:**
 - a.) Certificate option provided by NASBA. The Committee suggested we design our own certificate or revamp our “certificate” letter to make it more formal looking, rather than use the certificate provided through NASBA/CPAES.
 - b.) Request to change the language on the “active permit” renewal application. The Committee agreed to allow Staff to amend question #8 on the permit to practice application due to confusion during the renewal process.
 - c.) TO DO: Create process for audit of disclosure forms at CPA firms.
 - d.) FYI’s: April Committee Minutes were provided to Committee members. Executive Director Sweetwood reviewed the article on tax preparers.