



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

YVONNE HAO
SECRETARY, EXECUTIVE OFFICE
OF ECONOMIC DEVELOPMENT

**Commonwealth of Massachusetts
Division of Occupational Licensure**

1000 Washington Street, Suite 710
Boston, Massachusetts 02118

LAYLA R. D'EMILIA
UNDERSECRETARY, CONSUMER
AFFAIRS AND BUSINESS
REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

**Board of Public Accountancy
Public Meeting Minutes
November 16, 2023**

Board Members Present:

Richard H. Grueter, CPA, *Chair*
Lunetta Kwan, CPA, *Secretary*
Angela Parziale, CPA, MST, *Member*
James Redmond, CPA, *Member*

Staff Members Present:

Kerry Cassidy, *Executive Director*
Jennifer Fraga, *Program Coordinator*
Lynn Read, *Board Counsel*

All Board Members and staff appeared by video conference.

CALL TO ORDER: The meeting was called to order at 10:02 a.m. by Jennifer Fraga.

BOARD BUSINESS:

Public Meeting Minutes of October 4, 2023. After a brief discussion, a MOTION was made by Ms. Kwan to approve the Public Meeting Minutes of October 4, 2023, pending a grammar correction, seconded by Mr. Redmond. The Motion passed unanimously by a roll call vote.

Executive Session Minutes of October 4, 2023. After a brief discussion, a MOTION was made by Ms. Parziale to approve the Executive Session Minutes of October 4, 2023, pending a grammar correction, seconded by Mr. Redmond. The Motion passed unanimously by a roll call vote.

Public Meeting Minutes of October 19, 2023. After a brief discussion, a MOTION was made by Mr. Redmond to approve the Public Meeting Minutes of October 19, 2023, pending a grammar correction, seconded by Ms. Kwan. The Motion passed unanimously by a roll call vote.

Executive Session Minutes of October 19, 2023. After a brief discussion, a MOTION was made by Ms. Kwan to approve the Executive Session Minutes of October 19, 2023, pending a



grammar correction, seconded by Ms. Parziale. The Motion passed unanimously by a roll call vote.

Board Meeting Schedule Proposal for 2024. The Board reviewed the meeting schedule for 2024.

BOARD COUNSEL REPORT: None.

DISCUSSION:

Corrected Interim Policy on New Uniform CPA Examination and Extension of Credits:

The Board reviewed the unintentional loophole that was discovered in the recently approved Interim Policy on New Uniform Examination and Extension of Credits. A revised draft was presented to the Board which satisfied the time gap (May – December 2023) which deprived an extension of credit that was being granted to all other candidates. Therefore, a MOTION was made by Ms. Parziale to approve the corrected policy, seconded by Ms. Kwan. The Motion passed unanimously by a roll call vote.

Draft Regulations 252 CMR 2.00: The draft regulations that were reviewed and approved at the August 17, 2023, meeting were reviewed again with the addition of the approved provisions from the Interim Policy on New Uniform CPA Examination and Extension of Credits. The Board will incorporate into the regulations the same correction made today to the Interim Policy on New Uniform CPA Examination and Extension of Credits. The Board discussed the significance of internship hours and what defines them. The Board tasked Counsel and Mr. Grueter to define internships and their incorporation into the regulations. Board Counsel will present a new draft once again at the next meeting.

Continuing Education Audits: Executive Director Kerry Cassidy informed the Board that the Agency intends to begin auditing license renewals specific to the continuing education requirements. In doing so, Ms. Cassidy addressed the Board with examples of what licensees are providing as proof of meeting their continuing education requirements. The Board asked that the audit include a request for continuing education certificates. Ms. Cassidy will relay this request to the Agency.

MSCPA Peer Review: Zachary Donah, Deputy CEO of the Massachusetts Society of CPAs, addressed the Board regarding the AICPA's Peer Review Program. The Society also provided their suggestions to the peer review sections within our regulations for consideration. Board Chair Mr. Grueter tasked Board Counsel with a further review of our regulations in relation to peer review.

Open Session for Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of Meeting: None

Adjourn Public Meeting, Enter Investigative Conference (Closed under G.L. c. 112, s. 65C).

At 11:09 a.m., a **MOTION** was made by Ms. Kwan, seconded by Ms. Parziale, to: (1) exit the public meeting; (2) enter closed Investigative Conference under G.L. c. 112 s. 65C; and not

return to the public meeting except to adjourn. The Motion passed unanimously by a roll call vote.

Investigative Conference CLOSED under G. L. c. 112, § 65C

During the investigative conference, the Board took the following actions:

Cases:

2022-000827-IT-ENF	No action taken on Complainant's request to rescind Advisory
2023-000470-IT-ENF	Dismissed.
2023-000481-IT-ENF	Dismissed.
2023-000627-IT-ENF	Referred to Prosecutions.

Firm Reply	Read & filed.
Reportable Event	Referred to Investigations.


PCAOB: Read & filed.

AICPA: None.

ADJOURNMENT

At 12:08 p.m., a MOTION was made by Mr. Redmond, seconded by Ms. Kwan to adjourn the meeting. The motion passed unanimously by roll call vote.

The above minutes were approved at the public meeting held on January 18, 2024.


Kerry Cassidy, Executive Director

List of Documents Used by the Board at Open Meeting:

Agenda for November 16, 2023
Draft Public Minutes of October 4, 2023
Draft Executive Session Minutes of October 4, 2023
Draft Public Minutes of October 19, 2023
Draft Executive Session Minutes of October 19, 2023
2024 Board Meeting Schedule
Corrected Interim Policy on New Uniform Examination and Extension of Credits (draft)
Draft Regulations 252 CMR 2.00 (red line)
Examples of Continuing Education Spreadsheets for Renewals
MSCPA Peer Review documents