

Wednesday, Feb. 21, 2024

Board Meeting Agenda

10:00 a.m.

Board Room #3

Second Floor Conference Center

9960 Mayland Drive

Henrico, VA 23233

Individuals submitting comments may do so in person, via an authorized representative, or in writing.

- 10:00 a.m. Call to Order – **Wendy P. Lewis, CPA, Chair**
Security Briefing – **Nicole Reynolds, Licensing and Operations Support**
Determination of Quorum
Approval of Feb. 21, 2024, Agenda
Approval of Jan. 17, 2023, Board meeting minutes
- 10:15 a.m. Public comment period*
- 10:25 a.m. Public comment period for Enforcement Agenda
- 10:35 a.m. Enforcement Agenda – **Matthew Ross, Enforcement Director**
- **Consent Agenda**
 - 2023-0073 - Consent Order (Bradshaw / Lewis)
 - **Decisions after Informal Fact Finding Hearing**
 - 2022-0572 - Presiding Officer Recommendation (Moyers)
 - 2023-0074 - Presiding Officer Recommendation (Bradshaw)
 - 2023-0150 - Presiding Officer Recommendation (Bradshaw)
 - 2023-0182 - Presiding Officer Recommendation (Bradshaw)
 - 2023-0215 - Presiding Officer Recommendation (Glynn)
 - 2023-0227 - Presiding Officer Recommendation (Glynn)
 - 2023-0087 - Discussion to vacate enforcement order based on Respondent being deceased (Glynn)
- 11:05 a.m. NASBA and AICPA Committee Updates – **Wendy P. Lewis, CPA, Chair**
- 11:20 a.m. Executive Director’s Report – **Nancy Glynn, CPA, Executive Director**
- General updates
 - Financial and Board Report update – **Renai Reinholtz, Deputy Director**
 - Enforcement update – **Matthew Ross, Enforcement Director**
 - Communications Update – **Kelli Yoder, Communications Coordinator**
 - Customer survey results
 - Renewal communication plan
- 11:35 a.m. Board Discussion Topics – **Wendy P. Lewis, CPA, Chair**

- Professional Licensure Task Force – **Nadia Rogers, CPA, Vice-chair**
- VBOA Enforcement Processes Manual – **Matt Ross, Enforcement Director**
- Board Meeting Deliberation and Recusal Guidelines – **Matt Ross, Enforcement Director**
- S.M.A.R.T. Goals 2023 update – **Nancy Glynn, CPA, Executive Director**
 - 150 Hours – Research – **Fergus Johnson, Management Fellow**
 - Code and Regulations Including Fee Structure – Bills in session

12:30 p.m. Adjourn for lunch

1:00 p.m. Board Discussion Topics (Continued) – **Wendy P. Lewis, CPA, Chair**

- S.M.A.R.T. Goals 2024 update – **Nancy Glynn, CPA, Executive Director**
 - CPA Pipeline – Oct. 2023 – Calendar of Milestones for Board Members
 - Inactive Status Policy – April 2024 – States Survey / Stakeholder Input
 - Review VBOA Policies – June 2024 – Review Policies and guidance documents
 - CPE Requirements – June 2024 – Defining SMART goal and outcomes

1:30 p.m. Closed Session

- Contract negotiations - §2.2-3711(6) Licensing System – SOW for discussion and approval
- Disciplinary and Legal advice – § 2.2-3711(A)(8)
- Personnel matters – § 2.2-3711(A)(1)

2:15 p.m. Additional Items for Discussion – **Wendy P. Lewis, CPA, Chair**

- Sign Conflict of Interest forms and travel expense vouchers
- Future meeting dates
 - April 12, 2024: Norfolk State University (Chair and vice-chair elections)
 - May 15, 2024 (planning meeting)
 - June 12, 2024

2:30 p.m. Adjournment

***Five-minute public comment, per person, on those items not included on the agenda.**

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