

**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
FLORIDA BOARD OF ACCOUNTANCY
COMMITTEE ON CONTINUING PROFESSIONAL EDUCATION**

March 13, 2017

CONFERENCE CALL

MINUTES

The meeting was called to order at 9:07 a.m. by Maria Caldwell, Chair. The roll was called by Karan Lee reflecting the following:

Committee members present:

Maria Caldwell
Dr. M. G. Fennema
Jeffrey Haller
Professor Gary Laursen
Bill Michaelson

Committee members absent:

Madeline Domino
Mindy Rankin - Excused
Johnny Session

Staff members present:

Rich Evans
Karan Lee
Trecia Jenkins
Candace Taylor

Others present:

Mary Ellen Clark, Senior Assistant Attorney General and Board Counsel
Brenda Hubbard, Florida Institute of Certified Public Accountants

RATIFY MINUTES, July 13 2016 MEETING

Motion was made by Dr. Fennema and seconded by Mr. Michaelson to approve the minutes from the July 13, 2016 meeting. Upon vote, motion passed unanimously.

ETHICS

Review Ethics Provider and Course Application for:

A. PDH Academy

1. Professional Ethics for CPAs – Self-Study – 4 CPE hours

Motion was made by Professor Laursen and seconded by Mr. Haller to approve the ethics provider and course application as listed above. Upon vote, the motion passed unanimously.

Review Renewal Ethics Provider and Course Applications for:

A. MasterCPE LLC

1. Ethics for Florida CPAs – Self-Study- 4 CPE hours

Motion was made by Professor Laursen and seconded by Mr. Michaelson to approve the ethics renewal provider and course application as listed above. Upon vote, the motion passed unanimously.

REPORTS

A. Review CPE Audit Report.

The Committee reviewed and discussed the audit report. The Committee approved to make a recommendation to the Board to send out quarterly emails or letters to the licensees reminding them of the importance of completing their continuing professional education (CPE) hours and the penalties for not complying with the CPE requirements.

Motion was made by Mr. Haller and seconded by Dr. Fennema to make the recommendation as listed above. Upon vote, the motion passed unanimously.

B. Review of Department Approved Sponsors.

The Committee reviewed the list.

ADMINISTRATIVE

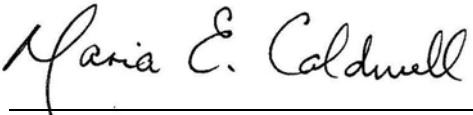
A. 473.312, F.S. and Chapter 61H1-33, F.A.C. (informational).

B. Executive Director and/or Licensing Supervisor Remarks.

FUTURE MEETING DATE

June 9, 2017 at 9:00 a.m.

Meeting adjourned at 9:30 a.m.

A handwritten signature in cursive script that reads "Maria E. Caldwell". The signature is written in black ink and is positioned above a horizontal line.

Maria Caldwell, Chair