

OKLAHOMA ACCOUNTANCY BOARD**MINUTES OF SPECIAL MEETING**

November 30, 2010

The Oklahoma Accountancy Board (OAB) convened in special session on Tuesday, November 30, 2010, in the Board Room of the Oklahoma Accountancy Board, 201 NW 63rd Street, Suite 210, Oklahoma City, Oklahoma. A recording of the meeting is on file in the OAB office. Members present at the meeting:

Janice L. Gray, CPA, Chair
Barbara Ley, CPA, Vice Chair
Mike Sanner, CPA, Member
Kim Shoemake, CPA, Member

Board staff present at the meeting: Nicole Prieto Johns, Interim Executive Director; Colin Autin, Peer Review Coordinator; Dana Reyna; Asst. CPE Coordinator; Linda Ruckman, Licensing Coordinator; LaLisa Semrad, Enforcement Coordinator; and Matthew Sinclair, Records Coordinator; Barbara Walker, CPE Coordinator; Sharon Wells, Exam Coordinator; and Chloe Watson, Accountant I. Assistant Attorney General John Crittenden was also present.

Agenda Item #1a -- Call To Order: At approximately 8:02 a.m. Chair Gray called the meeting to order.

Agenda Item #1b -- Declaration of Quorum: Chair Gray declared a quorum.

Agenda Item #1c – Announcement of Legal Meeting Notice: Interim Executive Director Prieto Johns confirmed the notice of the meeting was filed with the Secretary of State and the agenda for the meeting was properly posted in compliance with the Open Meeting Act.

Agenda Item #1d – Announcement of Absences and Action, if Necessary, to Determine Whether Absence(s) Was Unavoidable Pursuant to Title 59, Section 15.3.B.5: Chair Gray noted that Members Petete, St. John, and Volturo were absent and their absence was excused.

Agenda Item #2 – Announcement of Visitors: The following visitors were present: Kellie Wright and Dean Taylor, representing the Oklahoma Society of Accountants (OSA); and Justin Martin, representing eCapitol.

Agenda Item #3 – Public Comment Period: Interim Executive Director Prieto Johns advised the OAB she had not received any written requests or been informed of any member of the public wishing to speak before the OAB.

Agenda Item #4 - Proposed Executive Session pursuant to Title 25 O.S. Supp. 2006, Section 307(B)(1) for discussion and possible action on employment, hiring appointment, promotion, disciplining, resignation, changes to existing salaries, or setting salary ranges for the following individual positions: a) Executive Director, b) Interim Executive Director, c) Deputy Director, d) Licensing Coordinator, e) Examination Coordinator, f) CPE Coordinator, g) Assistant CPE Coordinator, h) Peer Review Coordinator, i) Records Coordinator, j) Accountant II, and k) Enforcement Coordinator:

Motion by Sanner that the Board enter into Executive Session. Second by Shoemake

Affirmative Votes: Gray, Ley, Shoemake and Sanner.
Absent: Petete, St. John and Volturo.

The Board entered into Executive Session at approximately 8:04 a.m.

Motion by Ley to come out of Executive Session. Second by Sanner.

Affirmative Votes: Gray, Ley, Shoemake and Sanner.
Absent: Petete, St. John and Volturo.

No votes were taken during the Executive Session.

Agenda Item #5 - Discussion and possible action on appointment of Interim Executive Director: Chair Gray noted that in the last Board meeting, Nicole Prieto Johns submitted a resignation letter and resigned as Interim Executive Director effective Friday, December 3.

Motion by Sanner that Colin Autin be named as Interim Executive Director effective at the end of business December 3, that his salary be increased by \$2,500.00 a month effective December 1 for a period not to exceed 120 days, that at such time as a permanent Executive Director is hired Mr. Autin would resume his current position and responsibilities at his current rate of pay; and if an executive Director is not hired in 120 days the Board would reconsider his salary level at that time. Second by Shoemake.

Affirmative Votes: Gray, Ley, Shoemake and Sanner.
Absent: Petete, St. John and Volturo.

Agenda Item #4 - Proposed Executive Session pursuant to Title 25 O.S. Supp. 2006, Section 307(B)(1) for discussion and possible action on employment, hiring appointment, promotion, disciplining, resignation, changes to existing salaries, or setting salary ranges for the following individual positions: a) Executive Director, b) Interim Executive Director, c) Deputy Director, d) Licensing Coordinator, e) Examination Coordinator, f) CPE Coordinator, g) Assistant CPE Coordinator, h) Peer Review Coordinator, i) Records Coordinator, j) Accountant II, and k) Enforcement Coordinator [Revisited]:

Motion by Sanner that Linda Ruckman be named as the Interim Deputy Director effective at the end of business on December 3, that her salary be increased by \$2,500.00 a month effective December 1 for a period not to exceed 120 days, that at such time as a permanent Executive Director is hired Ms. Ruckman would resume her current position and responsibilities at her current rate of pay, and if an executive Director is not hired in 120 days the Board would reconsider her salary level at that time. Second by Shoemake.

Affirmative Votes: Gray, Ley, Shoemake and Sanner.
Absent: Petete, St. John and Volturo.

Agenda Item #6 - Discussion and possible action on operations of Board office and procedures to be followed by staff until appointment of a permanent Executive Director: Chair Gray addressed this item. She informed the staff present that the Board has named Colin Autin as Interim Executive Director and Linda Ruckman as Interim Deputy Director to be effective at the end of business on December 3. Chair Gray communicated to staff the process by which the current Interim Executive Director's duties would be reassigned. The Interim Executive Director and Interim Deputy Director are to develop a plan for ongoing agency management, indicating the areas which each will oversee. The plan will be submitted to the Executive Committee. Chair Gray expressed the Board's appreciation to the staff for the hard work each has been doing, and also acknowledged that the reassignment of the current Interim Executive Director's duties could possibly result in other staff members being asked to take on additional tasks. Additionally, there may be reassignments of tasks among staff members. The Board is considering hiring another temporary employee to assist with the workload. Chair Gray requested that staff be cooperative during this transition period and asked that any questions or concerns that may arise be directed to Mr. Autin or Ms. Ruckman.

Agenda Item 7 - Chair's Announcements: Chair Gray announced that the next regular Board meeting will be held on December 17, 2010, and the Board will also be hosting a Christmas luncheon for Board staff on that day.

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Agenda Item #8 – Adjourn: There being no further business to come before the Board, Chair Gray entertained a motion to adjourn.

Motion by Shoemake that the meeting be adjourned. Second by Ley.

Affirmative Votes: Gray, Ley, Sanner, and Shoemake.
Absent: Shoemake.

The meeting was adjourned at approximately 9:00 a.m.

Janice L. Gray, Chair

Date

ATTEST:

E. B. St. John, Secretary

Date