



STATE OF OKLAHOMA  
OKLAHOMA ACCOUNTANCY BOARD

MEETING OF THE  
OKLAHOMA ACCOUNTANCY BOARD  
On the Campus of Oral Roberts University  
7777 South Lewis, Tulsa, OK 74171  
Fireside Room, Hamil Student Center  
Friday, September 26, 2008

SCHEDULED AGENDA  
8:30 A.M.

**Order of Business:** The Board may discuss, table, vote to approve or disapprove or take appropriate action with respect to any agenda item. The sequence of the agenda may be changed.

1.
  - Call to Order by Chair Petete
  - Declaration of Quorum
  - Announcement of Legal Meeting Notice
  - Announcement of absences and action, if necessary, to determine whether absence(s) was unavoidable pursuant to Title 59, Section 15.3.B.5.
2. Announcement of visitors – Steele
3. Chairman Petete’s opening comments and introduction of Board members
4. Public comment period (*limit 3 minutes per individual*). Prior to the convening of the meeting, the Executive Director must be informed of the individual’s wish to speak before the Board and subject to be discussed.
- \*5. Act on Consent Agenda – Petete
6. Introduction of William J. Montemarano, CPA, Director, Examinations Strategy, American Institute of CPAs, as guest speaker – Petete
7. Presentation by William J. Montemarano
8. Introduction of Carlos Johnson to speak before the OAB on behalf of NASBA as Southwest Regional Director – Petete
9. Presentation by Carlos Johnson
10. Students’ question and answer segment

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- \*11. Discussion and possible action on recommendations by the Enforcement Committee – Johnson
- \*12. Discussion and possible action on timeline to update the OAB's Records Destruction Schedule - Steele
13. Discussion and possible action on report from the Legislative Committee - Gray
14. Discussion and possible action on report from the Rules Committee - Volturo
15. Discussion and possible action on report from the Technology Committee - Biswell
16. Discussion and possible action on report from the Outreach Committee - Biswell
17. Discussion and possible action on report from Budget and Audit Committee for the OAB's FY 2010 Budget Request - Ley
18. Discussion and possible action on report from the Peer Review Oversight Committee Conference held September 22 - Gray
- \*19. Discussion and possible action on Score Analysis Report as requested in the July 18, 2008 Board meeting - Steele
20. Discussion and action for the selection of the OAB voting representative at the NASBA Annual meeting - Petete
21. Discussion and possible action to determine which members will be attending NASBA's International Regulators Forum, October 28-30 - Petete
- \*22. Discussion and possible action on a policy recommendation for the selection of the OAB's voting representatives - Petete
- \*23. Discussion and possible action on staff's recommendation for procedures in the event of the cancellation of a Board meeting - Steele
- \*24. Discussion and possible action on request from Jinlan Yan to accept education from foreign university which has been evaluated by an Oklahoma university - Steele
- \*25. Director's Report – Steele

26. Presentation commemorating Sharon Wells, Examination Coordinator, on the anniversary of her twenty years of service to the Oklahoma Accountancy Board - Petete
27. 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. Deputy Director
  - c. Registration Coordinator
  - d. Examination Coordinator
  - e. CPE Coordinator
  - f. Administrative Assistant
  - g. Peer Review Coordinator
  - h. Records Coordinator
  - i. Receptionist
  - j. Information Systems Services Coordinator, and
  - k. Legal counsel (in house)
28. Chair's Announcements
  - a. Chair's Report
  - b. Announce date and location of the next meeting – 8:30 a.m., Friday, October 17, 2008 in Oklahoma City, OK - location to be announced
29. New Business
30. Adjourn

### **NOTICE**

A majority of the members of the Oklahoma Accountancy Board and staff will be attending a reception, Thursday, September 25, 2008, to honor the guest speaker, William Montemarano. The reception will be held at the LRC/GC complex, Room 3114 on the campus of Oral Roberts University, 7777 South Lewis Avenue, Tulsa, OK 74171. This is not a "meeting" as defined under the Oklahoma Open Meeting Act and no business will be discussed.

A majority of the members of the Oklahoma Accountancy Board will be attending the NASBA Annual Meeting in Boston, Massachusetts, October 27 through 29, 2008. This is not a "meeting" as defined under the Oklahoma Open Meeting Act and no business will be discussed.

\*Asterisks denote attachments to the agenda. Confidential material is so marked and is furnished only to Board members, legal counsel and Board staff.

**Authority for Executive Sessions:** Title 25, Oklahoma Statutes, Sections 307.B.1, 307.B.4, 307.B.7, 307.B.8 and 307.B.9



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CONSENT AGENDA

- \*1. Approve the minutes of the July 18, 2008 OAB Meeting
- \*2. Approve the verification of the administrative posting to the OAB's records and certification of scores for Window 3/2008 Examination (July/August 2008) [Some of the materials are Confidential]
3. Ratification of the staff's recommendation to waive all late fee assessments, as well as the ethics examination requirement for lapsed permits, for registration or permit renewals received or postmarked between September 2, 2008 and September 30, 2008 due to delay in individual reporting process
- \*4. Ratify the Executive Director's recommendation to lift the suspension of Certificate No. 5351 issued to Joel Shannon Utley, Jr.
- \*5. Take official notice of the OAB's Statements of Receipts and Disbursements for the Months ending July 31 and August 31, 2008
- \*6. Ratify the CPE/Experience Verification Committee's approval of the verifications of experience by non-registrant individuals
- \*7. Approve the list for verified experience of successful candidates for certification [Tentative list attached - final list will be available at the meeting]
- \*8. Approve the actions taken by the Executive Director on applications and registrations filed since the previous meeting [Tentative list attached - final list will be available at the meeting]

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