

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

**August 22, 2023**

**CONFERENCE CALL**

**MINUTES**

The meeting was called to order at 10:04 a.m. by Jason Lafser, Chair. The roll was called by Karan Lee reflecting the following:

**Committee members present:**

Jason Lafser – Chair  
Sean Dennis  
Madeline Domino  
Mindy Rankin

**Committee members absent:**

Maria Caldwell  
Bill Michaelson

Ms. Lee informed the Committee that she had learned this morning that Mr. Johnny Session passed away in May 2023.

**Staff members present:**

Roger Scarborough, Director  
Harini Kumar  
Trecia Jenkins  
Karan Lee  
Barbara Whitney

**Others present:**

Rachelle Munson, Senior Attorney General and Board Counsel  
Carrie Summerlin, FICPA  
Jennifer Green – Liberty Partners of Tallahassee, LLC on behalf of the FICPA  
Vanessa Gomez – FICPA  
Michael Erbland – Sequoia CPE

**Ratify Minutes from May 30, 2023, meeting.**

Motion was made by Ms. Rankin and seconded by Ms. Domino to approve the minutes from the May 30, 2023, meeting. Upon vote, motion passed unanimously.

**ETHICS**

### **Consider Ethics Provider and Course Applications:**

- a. CPE Solutions, LLC
  - 1. Ethics for Florida CPAs – Live Study - 4 CPE hours
  - 2. Ethical Conduct for Florida CPAs – Self-Study – 4 CPE hours
  
- b. CPETHINK.COM
  - 1. Ethical Conduct for Florida CPA – Self-Study – 4 CPE hours
  - 2. Ethics for Florida CPAs – Self-Study – 4 CPE hours
  
- c. Global CPE Network LLC
  - 1. Florida Ethics: An Overview for Accountants – Self-Study – 4 CPE hours
  
- d. My-CPE LLC
  - 1. A Basic Ethics Guidebook for Florida CPAs – Self-Study – 4 CPE hours
  
- e. Sequoia CPE
  - 1. Ethics for Florida CPAs – Self-Study – 4 CPE hours

Motion was made by Ms. Rankin and seconded by Ms. Domino to approve the courses listed in a – e above. Upon vote, motion passed unanimously.

### **ADMINISTRATIVE MATTERS**

- a. Final CPE Audit Update for Reestablishment Period July 1, 2020, to June 30, 2022.

Mr. Scarborough informed the Committee that Group A of the CPE Audit for the reestablishment period July 1, 2022, to June 30, 2022, has been completed. He shared with them that 321 licensees were selected for the audit and that 238 licensees responded. He shared that we had a sixty-three percent compliance rate.

- b. Laws and Rules (informational).
- c. Executive Director and/or Licensing Supervisor Remarks.

Mr. Scarborough shared with the Committee that an email was sent out to licensees who must report CPE for the reestablishment period ending June 30, 2024, reminding them to use the CPE Reporting Tool. The notice was sent because at the halfway point of the reporting period, only about ten percent of those licensees had uploaded any of their CPE hours and certificates in the CPE Reporting Tool. He shared that the email did not make clear some necessary dates and was confusing to the licensees, so a second email was sent clarifying the dates and explaining the reason for the notice.

There was some discussion by the Committee regarding the notices being sent to the licensees by email. Some Committee members were concerned that maybe some licensees are not reviewing the emails because their email settings treat it as spam, or they are not receiving the emails because DBPR or NASBA is not listed as an acceptable domain in their IT system.

Mr. Scarborough also shared with the Committee that they have identified approximately 160 licensees who do not have an DBPR online account. He informed them that we will be sending correspondence to them informing them that they must have a DBPR online account to access the CPE Reporting Tool.

c. Other Business

None

**ADDITIONS**

1. Consider request for CPE credit for the 2023 JMAFCU Board Planning Session – “Stay the Course? Or Change?”

The Committee agreed with Mr. Scarborough that a lending institution’s typical Asset Liability Committee (ALCO) meetings are not eligible as CPE. Only the portions of meetings or planning sessions that are devoted to training may be eligible for CPE credit that is if the provider and training meets the guidelines as set forth in the laws and rules.

**SET FUTURE MEETING DATE**

September 12, 2023, at 11:30 a.m.

Meeting adjourned at 10:53 a.m.

  
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Jason Lafser, Chair