

**Meeting Minutes**  
**SOUTH DAKOTA BOARD OF ACCOUNTANCY**  
Conference Call  
January 16, 2019 8:30 a.m. CT

Chair Deidre Budahl called the meeting to order at 8:30 a.m. Nicole Kasin called the roll. A quorum was present.

**Members Present:** Jay Tolsma, Marty Guindon, David Pummel, Jeff Smith, Jeff Strand, and Deidre Budahl.

**Others Present:** Nicole Kasin, Executive Director, Julie Iverson, Sr. Secretary, and Graham Oey, Staff Attorney.

Chair Budahl asked if there were any additions to the agenda:  
Addition to Certificates

Jeff Strand made a motion to approve the agenda. David Pummel seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Laura Coome joined the meeting at 8:30.

The chair opened the floor for public comment. No comments were received.

David Pummel made a motion to approve the December 5, 2018 meeting minutes. Jay Tolsma seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Jeff Smith made a motion to approve the issuance of individual certificates and firm permits through January 14, 2019. Jeff Strand seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Jeff Strand made a motion to approve the financial statements through December 2018. Marty Guindon seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Chair Budahl turned the gavel over to Vice-Chair Jeff Strand to be the administrator for the hearing.

Hearing at 8:35 a.m. for Steven Wagner- Present were: Board Legal Counsel Graham Oey, Board Chair Deidre Budahl, Vice Chair Jeff Strand, Secretary-Treasurer Jeff Smith, Board Members Jay Tolsma, Marty Guindon, and David Pummel. Others present were Steven Wagner, Nicole Kasin, Executive Director; Julie Iverson, Senior Secretary; and Laura Coome, SD CPA Society.

Board Legal Counsel Graham Oey presented the Board's case. Steven Wagner presented his case. After discussion by both parties, the Board closed the hearing at 9:36 a.m.

Laura Coome left the meeting at 9:36.

A motion was made by Deidre Budahl to enter into executive session for the purpose of deliberation. Marty Guindon seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

The Board came out of executive session.

A motion was made by Jeff Strand to put the hearing for Steven Wagner on hold. Jay Tolsma seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Vice Chair Strand turned the gavel back over to Chair Budahl for the board meeting.

The Board discussed the committee's recommendations for the criteria the board should consider in the RFP for the Agreed Upon Procedure.

Jeff Strand made a motion to accept the committee's recommendation as discussed for the AUP and to move forward with the RFP. Marty Guindon seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

The Board reviewed the report on the CPA exam grades for the 59th Window.

Marty Guindon made a motion to ratify the CPA exam scores for the 59th window through December 2018. Jay Tolsma seconded the motion. A roll call vote was taken. **MOTION PASSED** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

The Board discussed the NASBA Executive Directors Conference which will be held in San Antonio, TX March 26-28, 2019, and the NASBA Legal Counsel Conference which will be held in San Antonio, March 26-28, 2019.

Jeff Strand made a motion to approve the travel for the Executive Director to attend the NASBA Executive Directors Conference held in San Antonio, TX, March 26-28, 2019, and Legal Counsel to attend the NASBA Legal Counsel conference held in San Antonio, TX, March 26-28, 2019. Jeff Smith seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Executive Director Kasin discussed her report with an update on CPE audits, the status of the change on the definition of attest, the office remodel, and new office secretary.

Jay Tolsma made a motion to enter executive session for the deliberative process for peer reviews, follow-ups, an off-site request, a complaint, and a consent agreement. Jeff Strand seconded the motion. A roll call vote was taken. **MOTION PASSED** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

The Board came out of executive session.

Marty Guindon made a motion to accept the peer reviews, follow-ups, an off-site request, a complaint, and a consent agreement as discussed in executive session. Jay Tolsma seconded the motion. A roll call vote was taken. **MOTION PASSED** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Chair Budahl turned the gavel over to Vice-Chair Jeff Strand to be the administrator for the hearing.

Hearing for Steven Wagner resumed at 10:50 a.m.

Deidre Budahl made a motion to withdraw the prior decision from the December 5, 2018 meeting. Marty Guindon seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Jay Tolsma made a motion to give Steven Wagner an extension until February 16, 2019 to complete CPE hours. Deidre Budahl seconded the motion. A roll call was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Vice Chair Strand turned the gavel back over to Chair Budahl for the board meeting.

**FUTURE MEETING DATES** (all times CT)

March 20, 2019 8:30 a.m. conference call

April 23, 2019 9:00 conference call; in-person, if needed

David Pummel made a motion to adjourn the meeting. Jeff Strand seconded the motion. A roll call vote was taken. **MOTION PASSED** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

All business having come before the board was concluded and Chair Deidre Budahl adjourned the meeting at 10:58 a.m.

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Deidre Budahl, CPA, Chair

Attest:

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Nicole Kasin, Executive Director

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Jeff Smith, Sec/Treasurer