

President's Message



Manuel Ramirez, CPA
President

Nearly a year has passed since I took office as President of the California Board of Accountancy (CBA) and it has truly been an honor to serve in this capacity. I owe a special debt of gratitude to Patti Bowers and her staff who have done an exceptional job of completing the many goals of the CBA. The CBA has also done an incredible job of protecting consumers while balancing the needs of the profession. I would like to thank Vice President Sally Anderson and Secretary/Treasurer Marshal Oldman for their counsel and significant contributions this past year.

This has been an exciting year, with many changes for all of us. In my first message to you as President, I shared my vision for a renewed focus on ethics and education for the accounting profession in California. Since that time, the CBA implemented new continuing education (CE) requirements designed to ensure

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licensees receive more frequent exposure to ethics education while continuing to receive exposure to the California Accountancy Act and CBA Regulations. Since January 1, 2010, licensees have been required to complete a minimum amount of CE yearly. I believe these are important changes that better equip California's CPAs to meet the challenges of our profession and enable us to continue to be the standard that other states often look to.

Also in 2010, mandatory peer review became law for those firms performing accounting and auditing services. The three year phase-in began with approximately 28,000 licensees notified of their responsibility to undergo and report their peer review results, or notify the CBA they were exempt based on the services they provide. In passing this law, California joined 44 other licensing jurisdictions that recognize the value of peer review as an educational and quality control tool for firms, and as a result now have mandatory peer review requirements in place.

New committees with crucial tasks came into being in the past year. The Accounting Education Committee, comprised of nine experts in accounting education, was created to craft regulations to define the 20 semester units of accounting education required by SB 819 of 2009. The 11 member Ethics Curriculum Committee came into being to create regulations to define the 10 semester units of ethics education now required by SB 819. The Peer Review Oversight Committee, with seven CBA appointees who are CPAs, has oversight of the California Peer Review program, providing recommendations to the CBA on the effectiveness of the program.

Those who have attended CBA meetings in the last year, either in person or via webcast, also know what an important role I believe communication and outreach plays in the CBA's responsibility to all of its stakeholders. In addition to the webcasts, we have increased this publication to three times a year, have improved the content and function of www.cba.ca.gov, have provided online reporting capability for peer review, and are about to launch new projects using social media.

Communication, of course, isn't just about technology. The CBA revamped and re-launched its Ambassador Program, where CBA members speak to community and professional organizations, universities and business schools promoting the accounting profession and the CBA's role in strengthening it.

Many of these accomplishments had their genesis before I became President of the CBA, and I am grateful to my predecessors, David Swartz, Don Driftmier and Bob Petersen, whose vision and efforts laid the foundation for what we have been able to accomplish over the last year. It has truly been an honor to serve our community and profession, and I remain hopeful that more CPAs will choose to participate not only in our profession but in state and local affairs as well.

Very truly yours,

Manuel J. Ramirez, CPA, MST, DABFA

CBA Members

Manuel Ramirez, CPA, President
 Sarah (Sally) Anderson, CPA, Vice President
 Marshal A. Oldman, Esq., Secretary/Treasurer
 Diana L. Bell
 The Honorable Rudy Bermúdez
 Michelle R. Brough, Esq.
 Angela Chi, CPA
 Donald A. Driftmier, CPA
 Herschel T. Elkins, Esq.
 Louise Kirkbride
 Leslie J. LaManna, CPA
 Robert Petersen, CPA
 David L. Swartz, CPA
 Lenora Taylor, Esq.
 Andrea Valdez, Esq.

Patti Bowers, Executive Officer
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 Lauren Hersh, **UPDATE** Managing Editor
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Enforcement Advisory Committee, Harish Khanna, CPA
 Qualifications Committee, Fausto Hinojosa, CPA
 Accounting Education Committee, Ruben A. Davila, CPA
 Ethics Curriculum Committee, Donald A. Driftmier, CPA
 Peer Review Oversight Committee, Nancy J. Corrigan, CPA

Executive Officer's Message

A commitment to customer service is a practice we take seriously at CBA headquarters. Our goal to "Provide the highest level of customer service" is prominent within the CBA's Strategic Plan; it is what guides our staff every time the phone rings, a letter is delivered, or an email arrives in an in-box. As a result, we are continually examining our processes and improving how we may better serve you. It was with this in mind that our theme at headquarters this summer was "Enhancing Customer Service."

The challenge to staff was to find ways we can improve upon our customer service practices. Our Customer Satisfaction Survey, now in place for two years, provides a good source of feedback from consumers, exam candidates, license applicants and licensees with whom we have contact. If you haven't taken the survey, I would encourage you to do so. It is available on our Web site, www.cba.ca.gov, in the Quick Hits column on the left of your screen. We also now include signatures on our outgoing email that provides recipients with links to the Customer Satisfaction Survey and E-News, an email news service which provides you a way to stay informed of CBA information important to you.

There are some ideas that we've long wished to put in place, such as enabling you to complete transactions online. I'm glad to say that some solutions are on the horizon, and more information is provided on page 10. In that same vein, staff also had suggestions to improve ease of use for those visiting our Web site, and we are regularly updating our site to enhance your experience when visiting.

Although we live in an age of technology, sometimes customer service is enhanced by remembering the importance of the human touch. "Remember to put a smile in your voice," "Listen carefully" and "Go the extra mile to help" are not just platitudes, but suggestions by CBA staff that have been put into place. Just outside my office is a bulletin board filled with letters and emails of thanks for "a job well done," "going the extra mile," "helping me get the information I need," "being so courteous and professional." It not only recognizes those employees who have made customer service an integral part of their job, but it serves as a reminder to everyone who passes by that sometimes a simple question like, "How may I help you?" can make someone's day.

Patti Bowers
Executive Officer

Policy of Nondiscrimination on the Basis of Disability and Equal Employment Opportunity

The California Board of Accountancy does not discriminate on the basis of disability in employment or in the admission and access to its programs and activities.

An Americans with Disabilities Act (ADA) coordinator has been designated to coordinate and carry out this agency's compliance with the nondiscrimination requirements of Title II of the ADA. Information concerning the provisions of the ADA, and the rights provided thereunder, is available from:

ADA Coordinator
California Board of Accountancy
2000 Evergreen Street, Suite 250
Sacramento, California 95815-3832

CBA Member Profiles

Our CBA members have the important role of setting policy and guiding CBA's licensing, enforcement, public education and consumer protection activities. The following profiles give you a behind the scenes look at who each of our members are and a description of their background and experience. As new members are appointed, we will share their information with you in future issues.



Manuel J. Ramirez, CPA, President

Mr. Ramirez was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in May 2007. He serves on various CBA committees and was CBA Vice President before being elected to serve as President in November 2009. He is currently President/CEO of Ramirez International Financial & Accounting Services, has served on over two dozen other philanthropic and business organizations, and is co-founder of Hispanic 100, an organization working to further the development of local, national and international Hispanic business and political leaders.



Sarah "Sally" Anderson, CPA, Vice President

Ms. Anderson was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in May 2007. She serves on various CBA committees and task forces and was elected to serve as Vice President in November 2009. She is a retired Ernst & Young assurance partner and served as the managing partner of the Orange County and Riverside offices. She has been involved in numerous community and philanthropic organizations. She is currently the Chair of the Board of the Pacific Symphony, a member of the University of California, Irvine CEO Roundtable, a founding member of the Women's Philanthropy Fund of Orange County's United Way, and the Treasurer of the Pacific Club.



Marshal Oldman, ESQ., Secretary/Treasurer

Mr. Oldman was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in March 2007. He serves on various CBA committees and was elected to serve as Secretary/Treasurer in November 2009. He is currently a partner in the trust and probate firm Oldman, Cooley, Sallus, Gold, Birnberg & Coleman. He previously served as a member of the Legislative Monitoring Committee of the Los Angeles County Bar, and as Chair of the Executive Committee of the estate planning, trust and probate section of the California State Bar.



Diana Bell

Ms. Bell was appointed to the California Board of Accountancy by the Senate Rules Committee in September 2009. She previously served as a Senior Vice President for the Hewlett-Packard Company, and is a director for the Northern California Girl Scouts and the Peralta Community Colleges Foundation Board in Oakland, California, and serves on the Dean's Advisory Board for Michigan State University's College of Natural Science. She also serves as Board Chairman for the Imani Community Church in Oakland, California, and is on the Advisory Board of Monitoring Division, Inc.



The Honorable Rudy Bermúdez

Mr. Bermúdez was appointed to the California Board of Accountancy by the Speaker of the Assembly in September 2007. He serves on various CBA committees and held the office of Secretary/Treasurer from 2007 to 2008. He previously served two terms in the California State Assembly, as well as Vice President of the Medical Board of California, Council Member of the City of Norwalk, and member of the Norwalk-La Mirada Unified School District. He is currently a parole agent with the California Department of Corrections and Rehabilitation.



Michelle R. Brough, ESQ.

Ms. Brough was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in November 2008, and serves on various CBA committees. She currently serves as counsel to Brandes Investment Partners, and previously served as senior advisor to the Assistant Secretary of Financial Institutions for the U.S. Department of Treasury, as well as counsel to the U.S. Senate Committee on Banking, Housing and Urban Affairs. She also previously served as a planning commissioner for the city of Dana Point, and is a member of the Orange County Chapter of the California Women's Leadership Association.



Angela Chi, CPA

Ms. Chi was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in March 2006, and serves on various CBA committees. She currently serves as a principal in the accountancy corporation of Watts, Campbell, Chi & Baker. She also serves as Board Director for Assisting Individuals with Disadvantages Summer Volunteer Program, and as Treasurer for both the Consortium of Chinese Schools in Central California, and Innovative Technologies for Languages. She previously served as an accountant for AG Motors and as a board member for the Fresno chapter of the California Society of CPAs.



Donald A. Driftmier, CPA

Mr. Driftmier was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in May 2004. He serves on various CBA committees, held the office of Vice President from 2006 to 2007, and also served as President from 2007 to 2008. He previously served in the United States Army and was previously a partner with Vavrinek, Trine, Day & Co., LLP. He serves on the boards of two dozen other philanthropic and business organizations, and is a guest lecturer at various universities.



Herschel T. Elkins, ESQ.

Mr. Elkins was appointed to the California Board of Accountancy by the Senate Rules Committee in September 2008, and serves on various CBA committees. He previously headed the Consumer Law Section in the California Attorney General's Office before retiring as a Special Assistant Attorney General. He also served on various task forces and investigative committees on consumer protection matters and drafted many of California's consumer protection statutes.



Louise Kirkbride

Ms. Kirkbride was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in March 2008, and serves on various CBA committees. She founded Broad Daylight and Answer Systems, and previously served as marketing manager for Tektronix - CAE Systems. She is a member of the board of trustees at the California Institute of Technology and also serves as a board member on the Contractors' State License Board.



Leslie LaManna, CPA

Ms. LaManna was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in January 2007, and serves on various CBA committees. She is currently a partner in the public accounting firm of LaManna & LaManna, CPAs. She previously served as President of the San Diego Chapter of the California Society of CPAs. She also served as Treasurer of the Rancho Bernardo Republican Women and the Westwood Elementary PTA, and served as adjunct professor in accounting for the University of California, San Diego Extension.



Robert A. Petersen, CPA

Mr. Petersen was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in March 2006. He serves on various CBA committees, held the office of Secretary/Treasurer from 2006 to 2007, Vice President from 2007 to 2008, and also served as President from 2008 to 2009. He is currently licensed as a Certified Public Accountant in California and practices as a sole-proprietor in Saratoga, CA. Prior to his practice as a sole-proprietor he was a partner of Price Waterhouse & Co. He currently serves on the Board of Trustees of Lincoln Law School of San Jose, Sierra Health Foundation (Sacramento) and Sierra Nevada Journeys (Reno).



David Swartz, CPA

Mr. Swartz was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in May 2004. He serves on various CBA committees, held the office of Vice President from 2005 to 2006, and also served as President from 2006 to 2007. He is currently senior partner of Good Swartz Brown & Berns, LLP, has been a guest lecturer at several Southern California universities, and serves on the boards of several other charitable foundations.



Lenora Taylor, ESQ.

Ms. Taylor was appointed to the California Board of Accountancy by Governor Arnold Schwarzenegger in May 2007. She serves on various CBA committees and held the office of Secretary/Treasurer in 2009. She is currently an attorney for the Law Office of Lenora Roland Taylor, and served as an associate with the law firms Reuben & Alter and Sommers, Schwartz, Silver, & Schwartz. She also served as a special assistant United States attorney to the chief counsel for the Department of Treasury, and as a former associate professor with California State University, Hayward.



Andrea Valdez, ESQ.

Ms. Valdez was appointed to the California Board of Accountancy by the Speaker of the Assembly in September 2009. She currently serves as a consultant in the Advanced Marketing Department of Transamerica Insurance & Investment Group. She previously served as attorney/principal for the Law Office of Andrea Valdez, and as associate attorney of Daniel, Fine, Israel, Schonbuch & Levobits, LLP. She also served as law clerk for Law Offices of David Bow Woo, and the University of Southern California Domestic Violence Clinic.

Temporary Renewal Fee Reduction

The CBA has taken action to reduce the biennial renewal and initial licensing fees starting next fiscal year. Fees are to be temporarily reduced from \$200 to \$120 for a four year period beginning July 1, 2011 and ending June 30, 2015. The purpose of the temporary reduction is to reduce Accountancy Fund Reserve levels to mandated 9-month levels. The fee reduction regulation package is awaiting approval by the Department of Consumer Affairs, the State and Consumer Services Agency, Department of Finance and the Office of Administrative Law. The proposed regulatory language can be found on the CBA Web site at http://www.dca.ca.gov/cba/laws_and_rules/pubpart.shtml. ❖

By the Numbers

January – June 2010

- 7,114 First-time applications processed for the Uniform CPA Examination.
- 2,088 CPA licenses issued.
- 16,815 CPA licenses renewed.
- 368 Complaints received and opened.
- 836 Deficiencies found in CPA renewal applications.
- 551 Requests processed for certified CBA records.
- <30 Days to process an application for an initial license.

Recruiting Investigative CPAs

As you are aware, the CBA regulates California's CPAs and CPA firms; this agency is responsible for the oversight of more than 85,000 licensees and 5,000 firms – the largest group of licensed accounting professionals in the nation. And at the forefront of the CBA's consumer protection efforts are Investigative Certified Public Accountants (Investigative CPA), civil service employees who investigate complaints, discipline licensees for violations of Accountancy Act and CBA Regulations, and monitor compliance with continuing education requirements.

It is my pleasure to extend an invitation to all qualified CPAs to apply for the Investigative CPA exam. Investigative CPAs examine a wide range of professional services and conduct issues. These investigators have the satisfaction of seeing positive results from their efforts on behalf of consumers. To qualify for the exam, you must possess an active California CPA license with attest experience, and three to five years of qualifying work experience.

If you are considering a career change, we offer a 40 hour work week and flexible working arrangements. By promoting values such as integrity, quality, openness, initiative, respect, accountability, and teamwork, we create a collaborative environment that makes the CBA a great place to work.

The CBA offers a generous compensation package that includes:

- Base monthly salary of \$5,076 – \$6,168; plus, annual bonus of 15% and 20% for those who qualify.
- Excellent health, dental, and vision plan benefits.
- Paid holidays, vacation, sick, and bereavement leave.
- Generous defined benefit retirement plan (CalPERS) and 401K and 457 savings plans.
- Paid CE and CPA licensing fee.

Positions exist throughout California, and applying for the exam is easy. You can find a link to the examination bulletin on our Web site at www.cba.ca.gov under the What's New tab.

If you have questions about the Investigative CPA position or require assistance, please do not hesitate to contact the CBA Chief of Enforcement, Rafael Ixta at (916) 561-1731. ♦

Under the Dome

Every year, the CBA tracks legislation that will have an impact on its functions, upon consumers of accountancy services, or upon its licensees. And while no bills have been introduced in 2010 that will directly impact consumers of accountancy services or the CBA's licensees, the CBA is tracking 21 bills that could have an impact on the way the CBA functions internally. These bills will do things such as change the regulatory process and alter the sunset review process through which the CBA is reviewed by the Legislature. Be assured that the CBA will continue to stay alert for any bills which may affect its licensees or consumers of accountancy services.

The biggest issue currently facing the CBA on the legislative front is its upcoming Sunset Review. The CBA is currently in the process of preparing its Sunset Review Report to the Legislature which will be presented on October 1, 2010. At some point during the months following the report, the CBA will likely be asked to testify before the legislative committees which oversee its functions. Following the review, the Legislature will vote on extending the CBA's sunset date. ♦

Ambassador Program

Executive Leadership at the CBA is focusing on outreach to stakeholders as one of its highest priorities. To this end, a new Ambassador Program is being developed as an integral part of the CBA 2010-2012 Communications & Outreach Plan. The cornerstone of this plan is that the CBA Vice-President will serve as an ambassador to specific stakeholder groups including professional organizations, colleges and universities, Chambers of Commerce, civic organizations, and state and federal agencies that serve or employ CPA licensees. The CBA Ambassador and CBA staff will make presentations specifically focused towards the needs and interests of the consumer groups, civic organizations, and colleges they will be visiting.

More information will be posted to the CBA Web site when the Ambassador Program is fully developed, to enable stakeholder groups' participation in the program. ♦

CBA Annual Report

New in fiscal year 2009-10 is the CBA Annual Report. This is the inaugural year for the report, which catalogues the major accomplishments of each CBA division, and how each program worked towards meeting Strategic Plan goals. The report will be presented to the CBA at the September 2010 meeting, and will be posted to the CBA Web site shortly after. Be sure to check it out, and get a glimpse of what the CBA and its staff do to protect consumers and provide service to CBA stakeholders. ♦

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www.cba.ca.gov

Customer Satisfaction – A CBA Priority

In the Spring 2009 edition of *UPDATE*, we reported on the CBA's on-line Customer Satisfaction Survey, launched in July 2008. In the article, we highlighted various questions posed in the on-line survey and outlined some comments received. At that time, over 1,800 respondents had participated in the survey, with several comments being received regarding our examination and licensure application processing timeframes, a desire for callers to be greeted by a "live" person whenever possible, on-line license renewal, and information on peer review.

Since the Spring 2009 article, we have received an additional 700 responses. Provided below are some common comments we've received and some updates on comments we reported on in the previous article.

- **Streamline the CPA Examination application process for first time and repeat applicants.**

We continually strive to decrease application processing timeframes. Presently we process applications for first time and repeat CPA Examination applicants in the order received. For fiscal year 2009-2010, our average processing time has been less than 26 days for first time applicants and eight days for repeat applicants. Although we believe that the present on-line client account and application process is efficient and easily accessible to candidates, an on-line CPA Examination application submission and the ability for on-line payment would further enhance and speed up the process. Both of these enhancements are presently under consideration.

- **Post CPA Examination scores as soon as possible.**

We frequently receive comments from individuals regarding the score release process for the Uniform CPA Examination. We consider the posting of scores a priority, and we release scores to candidates as soon as we receive them from the National Association of State Boards of Accountancy. Due to the high volume of scores received, which averages about 9,000 scores for each testing window, candidates may experience a delay between receipt of their advisory scores and final scores.

One significant change we have implemented regarding examination scores relates to the diagnostic reports. In the past, candidates' diagnostic reports were not available for review prior to posting the final score report. In December 2009, modifications were made to the client account to allow the release of the diagnostic report at the same time the candidate advisory scores are posted. This provides candidates more time to assess possible weaknesses and prepare themselves when retaking a failed section of the examination.

- **Reduce processing time for CPA Licensure applications.**

In the Spring 2009 article, we reported that we were committed to keeping the timeframes for processing a completed application for CPA licensure between 30-45 days. For fiscal year 2009-2010, we not only met this goal but far exceeded it. During that period, our Initial Licensing Unit has been processing completed applications in an average of 21 days.

- **Implement online account to check status of licensing applications.**

An online CPA license application system is a project presently being reviewed at the CBA. The system would allow applicants to have real time information on the status of their pending application, thereby enabling applicants the opportunity to respond to any deficiencies quickly without having to wait until they receive a status letter.

- **Implement online license renewal and create CE tracking system for CPAs.**

An online license renewal system for licensees is a project the Department of Consumer Affairs (DCA) is developing for all of its boards and bureaus. The project, referred to as the BreZE system, is scheduled to begin in 2012 with the CBA being phased in by mid 2014. We are working with DCA to determine if a CE tracking component can be included in the BreZE system.

■ **Provide information and purpose of Peer Review.**

For many of you, the new Peer Review requirement is the hot topic for the coming year. Over the past 18 months, we have circulated letters, written **UPDATE** articles, and developed a Peer Review page on our Web site, which includes a brochure; information on Board-recognized peer review program providers; the Peer Review laws; and Frequently Asked Questions (www.cba.ca.gov/peerreview.shtml). The CBA will continue to distribute information as our goal is to provide licensees with timely and accurate information on Peer Review and ease the implementation period of this new requirement.

If you haven't already done so, please take a moment to fill out the brief Customer Satisfaction Survey located on our Web site at www.cba.ca.gov/forms/csu_survey/csu_survey.html. Providing the highest level of customer service is a CBA priority, and this survey provides us with information regarding several key components of customer service – courtesy, response time, accuracy of the Web site, and staff knowledge. ❖

Future Meetings

September 21, 2010

Ethics Curriculum Committee Meeting
California Board of Accountancy
2000 Evergreen Street, Suite 250
Sacramento, California 95815
(916) 263-3680

September 22-23, 2010

CBA and Committee Meetings
California Board of Accountancy
2000 Evergreen Street, Suite 250
Sacramento, California 95815
(916) 263-3680

October 20, 2010

Qualifications Committee Meeting
Northern California

October 27, 2010

CBA Working Conference
Northern California

November 4, 2010

Enforcement Advisory Committee Meeting
California Board of Accountancy
2000 Evergreen Street, Suite 250
Sacramento, California 95815
(916) 561-1721

November 17-18, 2010

CBA and Committee Meetings
Northern California

January 26, 2011

Qualifications Committee Meeting
Northern California

January 27-28, 2011

CBA and Committee Meetings
Southern California

February 3, 2011

Enforcement Advisory Committee Meeting
Northern California

March 24-25, 2011

CBA and Committee Meetings
Northern California

May 5, 2011

Enforcement Advisory Committee Meeting
Southern California

CBA and committee meetings are open to the public. Consumers, licensees and all interested persons are encouraged to attend. As meeting locations become known, they will be posted on the CBA Web site at www.cba.ca.gov and also are available by telephoning the CBA office at (916) 263-3680.

Public notices and agendas are posted to the Web site at least 10 days prior to meetings.

All CBA meetings are available to the public via live webcast at www.cba.ca.gov.

Stopping Unlicensed Practice

Complaints that allege practice without a valid permit are investigated by Enforcement Program analysts, and these complaints have historically been the primary means by which the CBA has become aware of unlicensed activities. The complaints largely come from licensed practitioners and members of the public and, in 2009, the CBA issued 151 cease and desist letters related to unlicensed activities.

Recognizing that unlicensed practice is an area which creates substantial risk of consumer harm, the CBA is now focusing additional resources to uncover these types of violations. Enforcement analysts have surveyed other boards and bureaus regarding their success in uncovering and prosecuting unlicensed activity cases, and we are considering a number of “best practices” that have resulted from our survey. In addition, analysts have been taking advantage of today’s technology through Internet searches and have had notable success not only at uncovering false and misleading advertisements posted on Craigslist, but also in obtaining compliance.

Given the initial success achieved through technology, the CBA intends to continue with “proven” Internet search methodologies like Craigslist and telephone directories, but will additionally evaluate the feasibility of accessing social media sites such as Twitter, Facebook and YouTube. Plans are also underway to follow-up on individuals and firms that have previously engaged in unlicensed activity but ignored compliance, resulting in wide-ranging “sweeps” of high-probable, non-compliant areas of unlicensed activities.

In an effort to increase public awareness and enforcement visibility, the CBA is evaluating the most effective means to educate the consumer about false and misleading advertisements and unlicensed practitioners. Activities under consideration include attendance at job fairs, school assemblies, community events and conducting statewide educational workshops. These activities would fulfill a strategic objective to expand field work by investigative staff.

Finally, the CBA is considering becoming a partner with other state departments, such as the Division of Investigations at the Department of Consumer Affairs, to leverage resources to address practice without a license.

You can do your part by reporting unlicensed activities of individuals or firms that falsely advertise or unlawfully practice public accounting. You are encouraged to call the CBA’s Enforcement Division at (916) 561-1729 or complete a user friendly complaint form on CBA’s Web site at www.cba.ca.gov. ❖

What Happens When a Complaint is Filed Against a Licensee?

When a complaint is filed with the CBA, the complaint is assigned to an investigator to conduct a review. The investigator will determine whether the CBA has jurisdiction over the actions, and if the complaint indicates potential violation of the California Accountancy Act or CBA Regulations, an investigation is opened.

Once the investigation is initiated, the investigator will inform the complainant that the case has been opened for investigation and notify the licensee of the complaint. Generally, the licensee is given 30 days to submit a written response to the complaint. The CBA encourages licensees to provide as much documentary evidence as possible to support their position in the response. Often times during the investigation, the investigator will contact the licensee for additional information. The investigator's job is to gather information and analyze the information to determine if there is a violation of the Accountancy Act or CBA Regulations.

An investigative hearing may be conducted during the investigation with the assistance of the CBA's Enforcement Advisory Committee. The purpose of this hearing is both to gather evidence and to provide a licensee an opportunity to present their position on the matters under investigation. The hearing may be recorded by a certified court reporter.

An investigation may result in either: (1) closure of the case with no violation of the Accountancy Act or CBA Regulations; (2) requirement that the licensee take prescribed continuing education; (3) issuance of citation and fine; or (4) referral of the case to the Attorney General's Office for disciplinary action.

The CBA is committed to treating all licensees fairly, professionally, promptly, and courteously throughout the investigative process. Please note that CBA investigative files are confidential under the Public Records Act [(CA Government Code § 6254(f)]. ❖

Your Opinion Matters

The CBA is committed to continuously assessing and improving the quality of services provided to consumers. In an on-going effort to better understand how our services might be improved related to the Enforcement Program complaint process, the CBA will soon be launching a Customer Satisfaction Survey that will be provided to all consumers upon closure of the complaint.

We are interested in hearing about our stakeholder experiences with the CBA, both positive and negative, and it is our commitment to review the responses we receive from this survey and act on the information. The survey will include questions related to the satisfaction with CBA services, navigating the CBA Web site to locate information related to filing a complaint, the time it took the CBA to respond to the complaint, communicating with the CBA, and an overall assessment of how the complaint was handled. Respondents will be able to submit survey responses online or via U.S. Mail, and responses will remain anonymous.

Although the intent of this outreach is geared towards consumers, the CBA is open to input from licensees regarding their experience with the complaint and investigative processes. You can email your comments to enforcementinfo@cba.ca.gov or provide your input directly to the Enforcement Division at (916) 561-1729. ❖

What is CPEI?

If you are unfamiliar with the acronym CPEI, it stands for Consumer Protection Enforcement Initiative. The CPEI is a comprehensive initiative the Department of Consumer Affairs (DCA) launched to overhaul enforcement processes at all healing arts boards. The healing arts boards regulate a variety of professions from doctors and nurses to physical therapists and optometrists. The DCA will address the remaining boards and bureaus, including the CBA, at a future date.

The CPEI addresses enforcement programs that take three or more years to complete enforcement actions. This timeframe is too long to protect and serve California consumers and, as a result, the DCA reviewed its existing enforcement processes and identified impediments that impact timely enforcement actions. These include inadequate resources, procedural challenges and legal issues. The CPEI addresses these impediments with the goal to reduce the average enforcement completion timeline to between 12 and 18 months by FY 2012-13. To achieve this goal, three specific areas were addressed:

- Administrative improvements – Some noteworthy improvements include granting subpoena authority to boards and bureaus that presently lack it; improved efficiency for complaint intake; vote by mail protocols; adjudication procedures; and enhanced training through DCA’s newly created Enforcement Academy. The DCA has also been working with the Attorney General’s Office and Office of Administrative Hearings to establish performance agreements that will expedite the prosecution of cases.
- Increased enforcement staff and IT resources – A major milestone was recently achieved when the Legislative Budget Conference Committee approved 138.5 new positions and more than \$12.7 million in funding for healing arts boards. The DCA had sought the authority to hire non-sworn investigators for particular boards to expedite and reduce case backlogs and allow for more manageable workload distribution. Legislative approval was also received to implement a new licensing and enforcement database to replace the outdated system. This new BreEZe system will achieve automation of manual processes, provide cross-entity external system communications that current technology cannot provide and increase data quality and performance measurement.
- Legislative changes – The DCA pursued legislation that would strengthen consumer protection laws. The proposed legislation failed to pass in committee, but this area continues to be a priority for the DCA.

Consumers, licensees and all boards and bureaus will benefit from the CPEI. Consumers and licensees will receive speedier resolutions to complaints and investigations, and boards and bureaus will receive the needed resources and tools to efficiently and effectively fulfill their mission of consumer protection.❖

Do You Know What's Public In Your CPA License File?

The California Legislature has mandated that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state. The California Public Records Act, Government Code, Section 6250 *et seq.*, requires that public records be made available to the public upon request.

After editing out personal information such as social security number, birth date, residence address and residence phone number, copies of the following items which are maintained in your CPA License file are available to the public:

- Examination Application
- Examination Application Remittance Form
- Examination Application Processing Checklist
- Application for CPA Licensure
- Certificates of Experience
- Name and Address Change Forms
- Filed Accusations
- Disciplinary Action
- Certificate of Moral Character
- Correspondence (Except for Client-Attorney Privileged)
- Criminal Conviction Disclosure Form
- License Renewal Applications
- Continuing Education Worksheets

Peer Review... It's Alive!

The CBA's Online Peer Review Reporting Form went "live" on July 1, 2010. The online version of the Peer Review Reporting Form is a user friendly, convenient way to fulfill the peer review reporting requirement within a matter of minutes. To announce the availability of the new online version of the Peer Review Reporting Form, we recently mailed a letter to over 28,000 Certified Public Accountants, Public Accountants, corporations, and partnerships with a license number ending in 01 through 33.

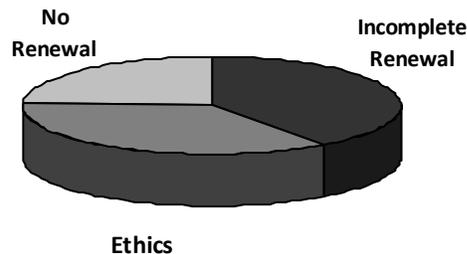
If you were a licensee who received the letter, you were provided a unique pin number for logging into the online form and reminded of the requirement to report peer review information to the CBA no later than July 1, 2011. We understand that many Certified Public Accountant and Public Accountant licensees who received this letter may not be operating as sole proprietorships (a business entity which is owned by one individual and where there is no legal distinction between the owner and the business) and, therefore, are not required to undergo peer review. However, since we do not maintain a record of individual licensees that operate as a sole proprietorship, you are required to respond even if only to inform us that you are not operating as a sole proprietorship. ❖

Information

Each issue of **Update** contains important information about the public accounting profession, including proposed new regulatory language, notices of hearings on proposed regulation changes, and CBA and committee meetings. For your convenience, all issues of **Update** for the past seven years also are posted on the CBA's Web site at www.cba.ca.gov.

Stay on Track - Avoid Deficiencies

Among the many responsibilities that you have as a CPA, keeping track of your continuing education (CE), including new CE requirements, dates, hours, and providers can become a daunting task. The most common license renewal deficiencies that the CBA staff have encountered when reviewing license renewal applications are shown below:



Fortunately, there may be help. Although the CBA does not presently maintain a CE tracking system, you may be interested in accessing one of the many tracking systems available through outside organizations such as The National Association of State Boards of Accountancy (NASBA) and the California CPA Education Foundation (CalCPA).

It is recommended that you do a little research to determine the best CE tracking system for your specific needs. When researching the various CE tracking systems, you may want to ask these questions to determine which system is best for you:

- Will it track California CE specific requirements (i.e., Accounting and Auditing, Fraud, Technical and Non-technical CE, Ethics, Regulatory Review, 20-hour minimum CE per year)?
- If you maintain a license in multiple jurisdictions, does the system track CE requirements for multiple states?
- Is there a fee for tracking?
- Are there membership requirements?

You may be interested to know that beginning in 2012 the Department of Consumer Affairs (DCA) plans to launch a new online license renewal service, BreEZe, with the CBA to be phased in by mid 2014. DCA's BreEZe system is designed to allow licensees to submit license renewal applications online and pay renewal fees with a major credit card. Staff here at the CBA is working with DCA to determine if a CE tracking component can be included in BreEZe.

Using a CE tracking system may help you avoid any lapse in practice rights by eliminating CE deficiencies when renewing your CPA license.❖

Meet Two CE Requirements with the Completion of One Course

Did you know you could fulfill the Ethics Education and Regulatory Review continuing education (CE) requirements by taking just one course? That's right! Several CE providers have created combination courses which cover both the four-hour ethics education and two-hour Board-approved Regulatory Review CE requirements. If you are interested in taking a combination course, please contact a Board-approved Regulatory Review provider to inquire if they are offering such a course. Keep in mind that you may still claim credit earned for the completion of a Board-approved Professional Conduct and Ethics (PC&E) course to fulfill the ethics education and Regulatory Review CE requirements provided the course is completed prior to January 1, 2011 and reported to the CBA prior to January 1, 2012.

Presently, the CBA has approved eight Regulatory Review courses with several more pending review or approval. To ensure you are selecting a Board-approved Regulatory Review course, please refer to the Board-approved list which can be found on the CBA Web site at <http://www.dca.ca.gov/cba/publications/pcelist.pdf>. ♦

What is a Sole Proprietorship?

Understanding if a CPA is operating as a sole proprietorship, and therefore a firm, is important as it relates to the new California Peer Review requirement. A sole proprietorship is a business entity which is owned by one individual and where there is no legal distinction between the owner and the business. A sole proprietor does business under an individual Certified Public Accountant (CPA) or Public Accountant (PA) license, which is different from a single shareholder corporation. A single shareholder corporation does business under a corporation license, not an individual CPA or PA license. Both sole proprietorships and single shareholder corporations are subject to peer review as Business and Professions Code Section 5035.1 defines a firm as a sole proprietorship, a corporation, or a partnership. However, since the CBA does not maintain a listing of individual licensees operating as a sole proprietorship, all licensees will have a peer review reporting requirement even if it's to inform us you are not operating as a sole proprietorship and are therefore not subject to the peer review requirement. ♦

Contributors to this Edition of UPDATE

Patti Bowers	Rafael Ixta	Dan Rich
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Dominic Franzella	Sara Narvaez-Smith	Kathy Tejada
Cindi Fuller	Nicholas Ng	Liza Walker
Lauren Hersh	Deanne Pearce	

How to Obtain Licensure for Your Accountancy Partnership or Accountancy Corporation

A General Partnership, Limited Liability Partnership (LLP) or Accountancy Corporation wishing to practice accountancy in California is required to be approved for licensure by the CBA prior to practicing or holding out to the public as an Accountancy Partnership or Accountancy Corporation.

In order to obtain licensure as an Accountancy Partnership, you will need to submit the following to our office:

- Application for Licensure as a Partnership
- Initial Licensure Fee of \$350
- If registering as an LLP, a copy of LLP Registration Certificate endorsed by the California Secretary of State

In order to obtain licensure as an Accountancy Corporation, you will need to submit the following to our office:

- Application for Licensure as an Accountancy Corporation
- Initial Licensure Fee of \$350
- Copy of the Articles of Incorporation endorsed by the California Secretary of State
- Copy of the Corporation Bylaws with Stock Transfer and Ownership Restrictions

Pursuant to Sections 5070.5, 5070.6, 5070.7 and 5070.8 of the Business and Professions Code, an Accountancy Partnership or Accountancy Corporation license must be renewed every two years to remain in good standing. The expiration date is based on the month and year the CBA originally approved the application.

You may download the applications and obtain additional information related to Accountancy Partnerships and Accountancy Corporations, from the CBA Web site at www.cba.ca.gov under the Firms section. ❖

Do you Need a Fictitious Name Registration?

A sole proprietor choosing to practice using a name other than the name under which the person holds a valid permit to practice issued by the CBA, must register with and be approved by the CBA before practicing and holding out to the public. To register you must submit a Fictitious Name Registration Application for Sole Practitioner, which expires five years after the date of issuance unless renewed prior to expiration.

There is no fee required to register to use a fictitious name and you may download the application and obtain additional information related to Fictitious Name Registrations, from the CBA Web site at www.cba.ca.gov under the Firms section. ❖

Enforcement Actions and Standard Probationary Terms

When the CBA receives a complaint, an investigation is conducted. Information regarding a complaint generally is gathered by staff Investigative CPAs, often accompanied by a licensee's appearance before the CBA's Enforcement Advisory Committee.

Following this investigation, a recommendation is made to either (1) close the case with no violation of the Accountancy Act or CBA Regulations; (2) require the licensee to take prescribed CE; (3) issue a citation and fine; or (4) refer the case to the Attorney General's Office for review and possible preparation of an accusation against the licensee or a statement of issues relating to the applicant.

The CBA may revoke, suspend, or impose probation on a license for violation of applicable statutes or regulations. In addition to any case-specific terms of probation, the standard probationary terms include:

- Obey all federal, California, other state, and local laws, including those rules relating to the practice of public accountancy in California.
- Submit within 10 days of completion of the quarter, written reports to the CBA on a form obtained from the CBA. The Respondent shall submit, under penalty of perjury, such other written reports, declarations, and verification of actions as are required. These declarations shall contain statements relative to respondent's compliance with all the terms and conditions of probation. Respondent shall immediately execute all release of information forms as may be required by the CBA or its representatives.
- During the period of probation, appear in person at interviews or meetings as directed by the CBA or its designated representative, provided such notification is accomplished in a timely manner.
- Comply with the terms and conditions of the probation imposed by the CBA, and cooperate fully with representatives of the CBA in its monitoring and investigation of the respondent's compliance with probation terms and conditions.
- Be subject to, and permit a "practice investigation" of the respondent's professional practice. Such "practice investigation" shall be conducted by representatives of the CBA, provided notification of such review is accomplished in a timely manner.
- Comply with all final orders resulting from citations issued by the CBA.
- In the event respondent should leave California to reside or practice outside this state, respondent must notify the CBA in writing of the dates of departure and return. Periods of non-California residency or practice outside the state shall not apply to reduction of the probationary period, or of any suspension. No obligation imposed herein, including requirements to file written reports, reimburse the CBA costs, or make restitution to consumers, shall be suspended or otherwise affected by such periods of out-of-state residency or practice, except at the written direction of the CBA.
- If respondent violates probation in any respect, the CBA, after giving respondent notice and an opportunity to be heard, may revoke probation and carry out the disciplinary and/or enforcement order that was stayed. If an accusation or a petition to revoke probation is filed against respondent during probation, the CBA shall have continuing jurisdiction until the matter is final, and the period of probation shall be extended until the matter is final.
- Upon successful completion of probation, respondent's license will be fully restored.

If charges are filed against a licensee, a hearing may be held before an independent administrative law judge who submits a proposed decision to be considered by the CBA, or the matter may be settled. The CBA may either accept the proposed decision or decide the matter itself. Please note that CBA actions reported here may not be final. After the effective date of the CBA's decision, the licensee may obtain judicial review of its decision. On occasion, a court will order a stay of the CBA's decision or return the decision to the CBA for reconsideration.

Copies of the accusations, decisions, and settlements regarding any of these disciplinary and/or enforcement actions are available on the CBA's Web site or by sending a written request to: California Board of Accountancy, Attention: Disciplinary/Enforcement Actions, 2000 Evergreen Street, Suite 250, Sacramento, CA 95815-3832. Please state the licensee's name and license number, and allow ten days for each request.

Enforcement Actions - *Revocation of CPA Certificate* **June 20, 2010 - August 4, 2010**

CRACCHIOLO, JOHN VINCENT Gardnerville, NV (CPA 36115)

CBA Actions

Revocation of CPA Certificate, via stipulated settlement.

Effective June 20, 2010

Cause for Discipline

Mr. Cracchiolo admits the truth of each and every charge and allegation in Accusation No. AC-2009-36.

CBA's accusation alleges that on or about August 21, 2008, Mr. Cracchiolo was convicted by plea of guilty of violating Title 18, United States Code, Section 1505 for obstructing proceedings before the Securities and Exchange Commission (SEC). In addition, the Accusation alleges that in 2009, (1) the SEC suspended Mr. Cracchiolo from practicing or appearing before the SEC as an accountant, (2) Mr. Cracchiolo engaged in unprofessional conduct by having discipline imposed on him by the SEC, (3) Mr. Cracchiolo failed to timely report to the CBA the SEC's opening of a formal investigation, (4) Mr. Cracchiolo failed to report in writing to the CBA within 30 days of the entry of the SEC civil action judgment, (5) Mr. Cracchiolo failed to report in writing to the CBA the suspension of his right to practice before the SEC as an accountant, (6) Mr. Cracchiolo failed to timely report his felony conviction to the CBA, (7) Mr. Cracchiolo failed to timely report to the CBA of a change of address within 30 days of the change.

Violation(s) Charged

Business and Professions Code, Division 1.5, Chapter 3, § 490, Division 3, Chapter 1, §§ 5100 (a), 5100 (h), 5100 (l), 5063 (b)(3), 5063 (c)(3), 5063 (a)(3), 5063 (a)(1), 5100 (g). California Code of Regulations, Title 16, Division 1, § 3.

Enforcement Actions - *Revocation of CPA Certificate* June 20, 2010 - August 4, 2010

MURRAY, WILLIAM RUSSELL; MURRAY & CO.; and MURRAY & YOUNG
Sacramento, CA (CPA 31758; COR 3097; COR 4969)

CBA Actions

Revocation of CPA and COR Certificates, via default decision.

Effective August 4, 2010

Cause for Discipline

Accusation No. AC-2010-26 contains the following allegations:

On March 9, 2010, in the case of the United States of America v. William R. Murray, in the United States District Court for the Eastern District of California case no. 2:10-CR-054 EJM, Mr. Murray pled guilty to one count of violation 18 U.S.C. Section 1341 – Mail Fraud, and one count of violation 26 U.S.C. Section 7212 – Interference with Tax Administration.

The circumstances are as follows:

Between the dates of 2001 and 2009, Mr. Murray schemed to make false representations to some of his clients to obtain their money and convert it to his own use. He induced clients to give him \$13,357,133 in at least two ways:

Mr. Murray used “the tax scheme” to induce fifty-two clients to write their tax payment checks to his trust account instead of to the IRS or FTB. Mr. Murray subsequently used the money for his own personal expenses.

Mr. Murray used the “investment scheme” to induce thirteen clients to write checks to his account, thereafter converting the money to his own use.

Violation(s) Charged

Business and Professions Code, Division 1.5, Chapter 3, § 490, Division 3, Chapter 1, § 5100 (a).

Other Enforcement Actions

June 20, 2010 - September 4, 2010

CHOI, DOW, IAN, HONG & LEE, CPA's, A Professional Corporation Los Angeles, CA (COR 4132)

CBA Actions

Surrender of COR Certificate, via stipulated surrender.

Effective June 20, 2010

Cause for Discipline

Respondent admits the truth of each and every charge and allegation in Accusation No. AC-2009-19.

On or about July 29, 2008, Respondent was denied the privilege to practice before the United States Securities and Exchange Commission (SEC). The discipline by the SEC resulted from Respondent's issuance of an audit report dated December 2, 2004, when Respondent was not registered with the Public Company Accounting Oversight Board (PCAOB), in violation of Section 4C of the Securities Exchange Act of 1934 and Rule 102(e) of the Commission's Rules of Practice.

Respondent failed to report to the CBA the occurrence of the SEC instituting administrative proceedings against Respondent on or about September 13, 2007. Respondent also failed to report to the CBA the SEC's imposition of discipline against Respondent on or about July 29, 2008.

Violation(s) Charged

Business and Professions Code, Division 3, Chapter 1, §§ 5100 (h), (l), (g), 5063 (b)(3), and 5063 (a)(3).

DECKER, ERIN M. San Francisco, CA (CPA 85301)

CBA Actions

Surrender of CPA Certificate, via stipulated surrender.

Effective September 4, 2010

Cause for Discipline

Ms. Decker agrees that the charges and allegations in Accusation No. AC-2010-4, if proven at hearing, constitute cause for imposing discipline upon her CPA certificate.

The CBA's accusation includes charges that through Ms. Decker's position as Assistant Controller for Kapur Enterprises, Inc. (KEI), Ms. Decker had access to the personal information of other personnel and company owners and converted benefits in the form of credit card points that should have gone to the credit card holders for her own use and enjoyment.

Although Ms. Decker left the finance function at KEI and moved to a new position at a private foundation, Ms. Decker kept the information and continued to wrongfully convert the benefits of others for her own use and enjoyment. The total amount Ms. Decker received from the conversions was \$4,955. After Ms. Decker's wrongdoing was discovered, Ms. Decker reimbursed KEI \$4,955.

Violation(s) Charged

Business and Professions Code, Division 3, Chapter 1, §§ 5100 (i) and (k).

Other Enforcement Actions

June 20, 2010 - September 4, 2010

DOW, ERNEST EUNSUK Los Angeles, CA (CPA 37413)

CBA Actions

Revocation stayed with three years' probation, via stipulated settlement.

Mr. Dow shall take and pass with a score of 90 percent or better, a CBA approved ethics examination.

Mr. Dow shall complete 24 hours of additional professional education courses.

Mr. Dow shall maintain an active license status.

Mr. Dow is required to reimburse the CBA \$6,500 for its investigation and prosecution costs.

Standard conditions of probation.

Effective June 20, 2010

Cause for Discipline

Mr. Dow admits the truth of each and every charge and allegation in Accusation No. AC-2009-22.

On or about July 29, 2008, Respondent's privilege to practice before the United States Securities and Exchange Commission (SEC) as an accountant was censured. The discipline by the SEC resulted from Mr. Dow's issuance of an audit report dated December 2, 2004, when Mr. Dow's firm was not registered with the Public Company Accounting Oversight Board (PCAOB), in violation of Section 4C of the Securities Exchange Act of 1934 and Rule 102(e) of the Commission's Rules of Practice.

Mr. Dow failed to report to the CBA the occurrence of the SEC instituting administrative proceedings against him on or about September 13, 2007.

Mr. Dow issued the audit report on or about December 2, 2004 when his permit to practice as a Certified Public Accountant was in a delinquent status. Mr. Dow's license was in a delinquent status from July 1, 2003 to June 19, 2005.

Mr. Dow also failed to complete sixteen (16) hours of Accounting and Auditing continuing education and six (6) hours of Fraud continuing education in his license renewal period ending June 30, 2007.

Between on or about January 3, 2008, and December 18, 2008, Mr. Dow practiced public accountancy under the unregistered corporate name of Ernest E. Dow & Co., an Accountancy Corporation.

Violation(s) Charged

Business and Professions Code, Division 3, Chapter 1, §§ 5100 (l), 5100 (g), 5063 (b)(3), 5050 (a), and 5060 (b). California Code of Regulations, Title 16, Division 1, §§ 87 (c), 87 (d), and 94.

Other Enforcement Actions

June 20, 2010 - September 4, 2010

MORELAND, MAYNARDW. Livermore, CA (CPA 57144)

CBA Actions

Surrender of CPA Certificate, via stipulated surrender.

Effective June 20, 2010

Cause for Discipline

Mr. Moreland admits the truth of each and every charge and allegation in Accusation No. AC-2010-24, with the exception of the amount of money Mr. Moreland took from each victim.

Between 1993 and 2009, Respondent committed numerous acts of embezzlement, theft, and fiscal dishonesty against multiple clients. The theft totaled over one million dollars.

Violation(s) Charged

Business and Professions Code, Division 3, Chapter 1, §§ 5100 (i) and 5100 (k).

REED, TRUDY NEWBERRY Stockton, CA (CPA 51681)

CBA Actions

Revocation stayed with three years' probation, via stipulated settlement.

Ms. Reed's license is suspended for 30 days.

Ms. Reed shall take and pass with a score of 90 percent or better, a CBA approved ethics examination.

Ms. Reed shall complete 24 hours of additional professional education courses in addition to the 80 hours required for license renewal..

Ms. Reed is required to reimburse the CBA \$5,000 for its investigation and prosecution costs.

Standard conditions of probation.

Effective September 4, 2010

Cause for Discipline

Ms. Reed admits the truth of each and every charge and allegation in Accusation No. AC-2009-11 as amended in the stipulated settlement.

The CBA's accusation contains the following allegations:

Ms. Reed failed to comply with citation number CT-2009-1 issued to her on July 21, 2008. The citation was issued for failure to respond to CBA inquiries including a subpoena sent to her during an investigation. Ms. Reed also practiced public accountancy while her license was in an expired status.

Violation(s) Charged

Business and Professions Code, Division 3, Chapter 1, §§ 5100 (g), 5050, Division 1, Chapter 1, § 125.9.
California Code of Regulations, Title 16, Division 1, § 95.4

Enforcement Definitions

Accusation

A formal document that charges violation(s) of the California Accountancy Act and/or California Board of Accountancy regulations by a licensee. The charges in the accusation are allegations. Allegations are not a final determination of wrongdoing and are subject to adjudication and final review by the CBA pursuant to the Administrative Procedure Act.

Cost Recovery

The licensee is ordered to pay the CBA certain costs of investigation and prosecution including, but not limited to, attorney fees.

Default Decision

The licensee failed to file a Notice of Defense or has otherwise failed to request a hearing, object, or otherwise contest the accusation. The CBA takes action without a hearing based on the accusation and documentary evidence on file.

Effective Date

The date the disciplinary decision becomes operative.

Probation

The licensee may continue to engage in activities for which licensure is required, under specific terms and conditions.

Reinstatement

A revoked license that is restored, not sooner than one year from the date of revocation, to a clear or inactive status after petition to and approval by the CBA. Reinstatement may include probation and/or terms and conditions.

Revocation

The individual, partnership, or corporation no longer is licensed as a result of a disciplinary action.

Stayed

The action does not immediately take place and may not take place if the licensee complies with other conditions (such as a probation term).

Stipulation

The matter is negotiated and settled without going to hearing.

Surrendered

The licensee has surrendered the license. The individual, partnership, or corporation no longer is licensed. The CBA, however, may impose discipline against a surrendered license in certain circumstances. Surrender also may require certain conditions be met should the former licensee ever choose to reapply for licensure.

Suspension

The licensee is prohibited for a specific period of time from engaging in activities for which licensure is required.

California Board of Accountancy Directory

CBA Office - (916) 263-3680
CBA Office Fax - (916) 263-3675
License Status Check - (916) 263-3680
Certifications - (916) 561-1701

Examination

examinfo@cba.ca.gov or (916) 561-1703 or Fax (916) 263-3677 or Fax (916) 614-3253

Initial Licensing - Individuals, Accountancy Partnerships and Corporations, Fictitious Names
licensinginfo@cba.ca.gov or (916) 561-1701 or Fax (916) 263-3676

License Renewal - CPA / PA, Partnerships, Corporations, Continuing Education
renewalinfo@cba.ca.gov or (916) 561-1702 or Fax (916) 263-3672

Practice Privilege

pracprivinfo@cba.ca.gov or (916) 561-1704 or Fax (916) 263-3672

Client Services

clientservices@cba.ca.gov or (916) 561-1705 or Fax (916) 263-3968

Enforcement - Filing a Complaint, Enforcement Actions
enforcementinfo@cba.ca.gov or (916) 561-1729 or Fax (916) 263-3673

Peer Review

peerreviewinfo@cba.ca.gov or (916) 561-1706

CBA Outreach

outreach@cba.ca.gov



Address Change Form

A separate address change form must be submitted for each license type.

PLEASE PRINT

[Redacted]

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Last First Middle

[Redacted]

Individual (CPA/PA) - License No. _____

--	--	--

Last First Middle

[Redacted]

Corporation Partnership Fictitious Name License No. _____

--

Firm Name

[Redacted]

Be advised that if you are a licensed CPA/PA or firm, your address of record is public information, and all CBA correspondence will be sent to this address.

Home Business (check one)

--

Business Name (if different from name above)

--	--

Street Apt. # Suite # (check one)

--	--	--

City State Zip

[Redacted]

--	--	--

City State Zip

[Redacted]

If your address of record is a PO Box or Mail Drop, you are required to provide a street address. This address will not be posted on the CBA's Web License Lookup.

--	--

Street Home Business (check one) Apt. # Suite # (check one)

--	--	--

City State Zip

[Redacted]

-	-
---	---

Area Code

You may confirm your change of address on License Lookup at www.cba.ca.gov.

I certify the truth and accuracy of all of these statements and representations.

Signature _____ Date _____

Print your name _____

A licensee who fails to notify the California Board of Accountancy within 30 days of a change of address of record may be subject to citation and fine (fines ranging from \$100-\$1000) under the California Code of Regulations, Title 16, Division 1, Sections 3 and 95.2.

The CBA maintains a list of all licensees. This list is sold to requestors for mailing list purposes. Check here only if you do not want your name included on this list. *Please Note: Your name and address of record is public information and can be accessed through our Web site at www.cba.ca.gov.*

[Redacted] California Board of Accountancy, 2000 Evergreen Street, Suite 250, Sacramento, CA 95815-3832

UPDATE ^u Fall 2010

or [Redacted] (916) 263-3675

Department of Consumer Affairs
California Board of Accountancy

Update Issue #64

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