

STATE OF MARYLAND
BOARD OF INDIVIDUAL TAX PREPARERS
Business Meeting Minutes
June 26, 2018

TIME: 10:00 a.m.

PLACE: 500 N. Calvert Street
3rd Floor Conference Room
Baltimore, MD 21202

PRESENT: Amy P. Hennen, Chair
Jane M. Bourassa
Jacqueline Clarke
Symon M. Manyara
Javier Solis
Steven P. Wions, Vice Chair

ABSENT: Michael Canet
Marianela Del-Pino-Rivera

DLLR STAFF

PRESENT: Shanai Jordan, Executive Director
Alicia Coar, Board Secretary
Mason Land, Investigator
Matthew A. Lawrence, Board Counsel and AAG

OTHERS

PRESENT: Mary Beth Halpern, MACPA
Yalanda Rodney, MRSTax
Sandy Steinwedel, MSATP

Ms. Hennen, Chair, called the meeting to order at 10:05 a.m.

The March 26, 2018 Business Meeting Minutes were tabled due to corrections needing to be made prior to the review of the minutes by the board. The corrected minutes for the March 26, 2018 meeting will be shared at the August 13, 2018 meeting.

Report of the Chair

No report of the Chair.

Executive Director's Report

Ms. Jordan reported that the Board has a new member, Javier Solis and a new staff member, Breona Scott. Both Mr. Solis and Ms. Scott gave introductions.

Upon a motion (I) by Mr. Wions, and seconded by Ms. Bourassa, the Board unanimously accepted the Executive Director's Report.

Investigation Report

Mr. Land reported to the Board that he has been out in the field checking on the individuals who the Board has sanctioned with fines. Once he has interviewed these individuals and written his investigation reports, he will begin the process of filing criminal charges against the individuals who are illegally preparing tax returns.

Upon a motion (II) by Ms. Bourassa and seconded by Mr. Solis, the Board unanimously accepted the Investigation Report.

Examination Committee Report

Ms. Bourassa reported that the examination committee members met with the representatives of PSI on April 25-27, 2018 to review the examination questions for the 2017 tax year. Ms. Bourassa also reported the PSI Maryland Tax Preparer examination results for March 27, 2018 through June 25, 2018. The examination was administered to 132 candidates: 49 passed, 83 failed. Upon a motion (III) made by Ms. Clarke and seconded by Mr. Manyara, the Board unanimously accepted the Examination Committee Report.

Next Meeting Date

The next meeting of the Board will be held on Monday, August 13, 2018 at 10:00 a.m.

Adjournment

There being no further business, upon a motion (IV) by Mr. Wions and seconded by Mr. Solis, the Board unanimously voted to adjourn the meeting at 11:00am.

_____ With corrections
 Without corrections

Signature on File

Steve Wions, Vice- chair

8/13/18

Date