

STATE OF MARYLAND  
**BOARD OF INDIVIDUAL TAX PREPARERS**  
Business Meeting Minutes  
August 8, 2016

TIME: 1:00 PM

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

PRESENT: Fredric "Rob" Bader, Chair  
Kay Riddle, Vice Chair  
Jane Bourassa  
Michael Canet  
Marianela Del-Pino-Rivera

ABSENT: Patti Snell

**DLLR STAFF**

PRESENT: Dennis Gring, Executive Director  
Matthew Lawrence, Board Counsel and AAG  
Michael Lord, Executive Director of the Maryland Ethics Commission  
Alicia Coar, Board Secretary

**OTHERS**

PRESENT: Douglas Brown  
Mary Beth Halpern, MACPA  
Ozoda Jahonova, ITP  
Ryan Lee, ITP  
Alverta Steinwdel, MSATP  
Steve Wions, ITP

Chairman Bader called the meeting to order at 1:05 PM.

Upon a motion (I) by Ms. Riddle and seconded by Ms. Snell, the minutes from the June 13, 2016 meeting were approved with corrections unanimously.

**Report of the Chair**

Mr. Bader announces the resignation of Theodore Prioleau.

The meeting was recessed for the presentation by Michael W. Lord, the Executive Director of the Maryland Ethics Commission concerning board members' responsibilities under Maryland ethics laws.

**Executive Director's Report**

Mr. Gring reported that he and Mr. Lawrence were working with the Office of the Maryland Comptroller to prepare legislation for 2017 that would permit the Comptroller's Office to disclose information about tax return preparers and to require tax preparation services to employee only individuals who are registered with the Board, licensed CPAs, enrolled agents, or attorneys.

**Old Business**

No Report

**New Business**

An additional meeting date has been added on Monday, December 19, 2016 from 10:00 a.m. until 5:00 p.m. to accommodate additional administrative hearings.

**Administrative Hearings**

The Board recessed the meeting to conduct administrative hearings in the matters of the Board of Individual Tax Preparers v. Ozodo Jahonova (MIPT16-0111), Douglas Brown (MITP16-0034), and Ryan Lee (MITP16-0043)

**Executive Session**

Upon a motion (IV) made by Mr. Canet, and seconded by Ms. Del-Pino-Rivera, the Board voted to go into Executive Session in order to consult with counsel, which is permitted to be closed pursuant to State Government Title Section 10-508 (a), (7). The Board went into Executive Session at 5:35 p.m. Upon a motion (V) by Ms. Snell and seconded by Ms. Bourassa, the Board unanimously voted to return to public session at 6:30 p.m.

In EX-A0816, upon a motion (XII) by Mr. Canet and seconded by Ms. Del-Pino-Rivera, the Board denied a licensee application for an applicant who answered "Yes" on a conduct question.

**Next Meeting Date**

The next meeting of the Board will be held on Thursday, September 29, 2016 at 10:00 a.m.

**Adjournment**

There being no further business, a motion (VI) was made by Ms. Del-Pine-Rivera, seconded by Mr. Canet and unanimously carried to adjourn the meeting at 6:33 p.m.

With corrections  
 Without corrections

Signer on File \_\_\_\_\_  
Kay Riddle, Vice Chair

September 29, 2016  
Date