**STATE OF MARYLAND**

**BOARD OF INDIVIDUAL TAX PREPARERS**

**Business Meeting Minutes**

**February 13, 2023**

**TIME:** 10:00 a.m.

**PLACE:** In Person and VIA Google Meet Teleconference

 1100 N. Eutaw Street

5th Floor Conference Room

Baltimore, MD  21202

**PRESENT:** Steven P. Wions, Chair

 Jane M. Bourassa, Vice Chair

 Victoria Kelly

 Brian McCurdy

Javier Solis

 Symon Manyara

**STAFF**

**PRESENT:**  Christopher Dorsey, Executive Director

 Kausar Syed, Deputy Commissioner

 Jessica Praley, Legal Counsel

**OTHER**

**PRESENT:** Mary Beth Halpern, MACPA

**BOARD/STAFF**

**ABSENT:** Janice Shih

Fatmata Rahman, Office Secretary

Mr. Wions, Chair, called the meeting to order at 10:02 a.m.

Upon a motion **(I)** by Ms. Bourassa and seconded by Mr. McCurdy, the Board unanimously approved the minutes for January 9, 2023.

**Report of the Chair**

No Report

**Executive Director’s Report**

Mr. Dorsey announced that the date for the October meeting has been rescheduled from October 9, 2023 to October 16, 2023.

Upon a motion **(II)** by Mr. Solis and seconded by Mr. Manyara, the Board unanimously approved the Executive Director’s Report.

**Examination Committee Report**

Ms. Bourassa reported on the Examination Committee’s review of the PSI examination results for January 9, 2023 through the present. The examination was administered to 130 candidates: 34 passed on the first attempt, 31 failed on the first attempt, 23 repeated and passed, and 42 had repeated failed attempts.

Board members expressed some concern about the pass rate. Ms. Bourassa noted that the pass rate has steadily improved since July 2021. However, there is still room for improvement.

Upon a motion **(III)** by Ms. Kelly and seconded by Mr. Solis, the Board unanimously approved the Examination Committee Report.

 **New Business**

Ms. Praley highlighted 3 bills which may have an effect on the Board:

1. HB 636: Public Information Act - Inspection of E-Mail Addresses and Telephone Numbers
2. HB 906: Occupational Licensing and Certification - Criminal History - Prohibited Disclosures and Predetermination Review Process
3. HB 1152: Entrepreneurial Equity Act

**Old Business**

The Board remains concerned about PSI, specifically absent proctors, and requested that Mr. Dorsey find out when the contract with PSI is over.

**Closed Session**

Upon a motion **(IV)** by Ms. Kelly and seconded by Mr. Solis, the Board unanimously voted to go into a closed session at 10:30 a.m.

**Return to Open Session**

At 10:40 a.m., upon a motion **(V)** by Ms. Kelly and seconded by Mr. Solis, the Board unanimously voted to return to the open session.

Upon a motion by **(VI)** Mr. McCurdy and seconded by Ms. Bourassa the Board unanimously voted to approve the decisions made in the closed session.

**Adjournment**

There being no further business, upon a motion **(VII)** by Mr. Solis and seconded by Ms. Kelly, the Board unanimously voted to adjourn the meeting at 10:42 a.m.

**Next Meeting Date**

The next meeting of the Board will be held on Monday, May 8, 2023, at 10:00 a.m.

\_\_\_x\_\_With corrections Without corrections

Signature on file\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_May 8, 2023\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Steven P. Wions, Chair Date