



Oregon Board of Tax Practitioners

Public Board Meeting Minutes

Board Offices, 3218 Pringle Rd SE Ste 120, Salem Oregon
(Teleconference) February 5, 2015

Mission: The Board of Tax Practitioners protects consumers by ensuring that Oregon tax professionals are competent and ethical in their professional activities.

Board Members attended:

Joe Lovato, LTC, Chair
Nutan Arora, LTC
Michael Addington, LTC
Janis Salisbury, LTC
Susan Gallagher-Smith, LTC

Board Staff attended:

Heather Shepherd, Compliance Specialist
Jane Billings, Exam & Education Coordinator
Shari Barrett, Licensing Specialist

Guests: no public attendance

Board Members excused

Dorothy Hudson, LTC

CALL TO ORDER

Chair Lovato called the public session to order at 11:30 a.m. Roll call was completed.

Public Session

Discussion to appoint Interim Executive Director

Chair Lovato opened the discussion of appointment of Interim Executive Director. Mr. Addington requested an update for the recruitment of the Executive Director position. Chair Lovato responded that he has been in contact with the Executive Recruiter from Department of Administrative Services and the position has been posted for a 30 day period. The recruitment will close on February 27, 2015.

MOTION: Moved by Lovato and carried that the Board hire and appoint Kelly Gabliks as the acting Interim Executive Director under the terms agreed upon with all the duties, responsibilities and authorities of the Executive Director and delegate to her all of the authorities delegated to the previous Executive Directors.

Vote: 5 ayes; 1 excused (Hudson) Motion passed

Waiver Request

Arlee Woodhull of Sutherlin requested a Designated Consultant/Resident Consultant Waiver for Christi's Bookkeeping Services Inc. of Winston, Oregon

Motion: Moved by Addington and carried to deny the designated consultant and resident consultant waiver request for Christi's Bookkeeping Services Inc. of Winston, Oregon.

Discussion: Various Board members voiced concern that the licensed tax preparer (LTP) had not been practicing as a tax preparer for the past few years. With the LTP being out of the profession, the members could not justify allowing the LTP to practice with no on-site supervision.

Vote: 5 ayes; 1 excused (Hudson)

Motion passed

Adjournment

The meeting adjourned at 11:42 a.m. The next regular Board meeting is scheduled May 8, 2015 at the board office in Salem, Oregon.