
**AICPA Peer Review Board (PRB)
Open Session Agenda
Wednesday, February 8, 2023
Teleconference**

Peer Review Board (PRB) Members:

Brian Bluhm, Chair
Joe Beck
April Boudreaux
Dawn Brenner
Mike Fawley
Steve Fetterman
Clynt Hart
Laura Hay
Julia Hayes
Steve Hicks
Kristen Mascis
Kim Meyer
Amy Pitter
Charles Prince
Mike Sibley
Dawn Trapani
George Victor
Mike Wagner
Karen Welch
Dan Wernke

AICPA Peer Review Staff:

Karen Aylor
Jaime Beasley
Jim Brackens
Brad Coffey
Kim Ellis
Gary Freundlich
Laurel Gron
Gloria Harewood
Lisa Joseph
Tim Kindem
Fran McClintock
LaVonne Montague
Tracy Peterson
Beth Thoresen
Andrew Volz

Observers:

See Attachment A

Absent:

1.1 Welcome Attendees and Roll Call of PRB

Discussion Summary: Mr. Kindem began the meeting by taking roll and Mr. Bluhm followed by calling the meeting to order.

1.2 Task Force Updates

Discussion Summary: In addition to the items included in agenda item 1.2:

- Mr. Fawley noted that the Standards Task Force:
 - Is reviewing responses to the Omnibus Enhancements and Technical Corrections exposure draft approved during the November 2022 open session. A finalized version of proposed changes are expected to be presented to the board during open session in May.
 - Continues to assess the impact of the new quality management (QM) standards on peer review and is working on a project plan to develop an exposure draft of proposed changes to peer review standards with a goal of presenting it to the board late 2023.
 - Discussed the implications of firms that have early adopted the new QM standards before the peer review standards have been updated to account for QM. The board did not object to the STF's consensus that the peer review report (and other relevant documents) should not be modified to opine on a firm's system of QM before the peer review standards have been updated to

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- account for QM. Reviewers should reach out to administering entities (AEs) and technical reviewers if they have any questions.
- Mr. Bluhm noted that the Oversight Task Force:
 - Previously agreed that AEs should resume the normal minimum oversight requirements for 2023, which is a minimum of 2% of peer reviews accepted, with a minimum of 2 system reviews and 2 engagement reviews being selected.
 - AEs are not required to performed oversight on site and should use their discretion and determine the appropriateness of performing oversights on site or remotely.
 - AEs are encouraged to start planning for this change now as it will most likely been an increase from the past couple of years.
 - A communication will be sent soon to AEs outlining the minimum required oversights in 2023.
 - AEs will report on compliance with these oversight requirements with next year’s plan of administration which will be due April 1, 2024.
 - Kim Meyer will take over as chair of the Oversight Task Force immediately.
 - Ms. Brenner noted that the Education and Communications Task Force discussed that:
 - The 2023 Peer Review Conference will be held virtually and in person in Philadelphia at the [Sheraton Philadelphia Downtown](#) on July 30– August 2, 2023.
 - 16 hours of CPE will be available and based on feedback received staff is evaluating the possibility of offering playback features to accommodate participants on the West coast.
 - The peer review questions and answers document has been updated and will be posted soon.
 - The next peer review forum is scheduled for March 1, 2023.
 - The Task Force is working on the peer review prompts newsletter and encouraged attendees to share the resource with firms and reviewers.
 - The Task Force continues to assess concerns communicated to us related to the shrinking pool of reviewers with firms struggling to find peer reviewers. The next alert will suggest firms request extensions earlier in the process to potentially alleviate some difficulty with engaging a peer reviewer.

1.3 Other Reports

Discussion Summary:

Ms. Thoresen highlighted:

- Gratifying results from the 2022 annual customer satisfaction survey indicate an increase in overall satisfaction of 4% over last year, for a total of 76% satisfied. The “very satisfied” response saw an even larger increase of 7% over last year, for a total of 29% very satisfied.
- The peer review pages on AICPA.org will move to the Association’s new RAVE platform this spring.
- An update on PRIMA that included the following:
 - The PRIMA team will be focusing on improvements to the PRIMA user experience based on user feedback and technology improvements including enhancements to our PRIMA knowledge base. Specifically, changes will be focused on making features more intuitive and/or efficient for users, including AEs and staff. Recent and upcoming updates include:

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- Updates to RAB package generation that will help prevent errors in the process, staff is continuing to work on additional changes to streamline the RAB package generation process.
 - Updates to the benchmark reports the AEs use to monitor their performance.
 - The PRIMA team will continue to make updates to PRIMA to align with any standards and guidance changes as they occur.

Ms. Pitter highlighted:

- The concerns raised by some related to the shrinking pool of reviewers with firms struggling to find peer reviewers. Items discussed related to this topic included:
 - A request for the board to consider the possibility of relaxing the must select requirements related to RAB member composition during RAB meetings

Mr. Wagner had nothing further to add from what was included in the meeting materials related to National Peer Review Committee activity.

In addition to the information included in agenda item 1.4, Mr. Bluhm emphasized that any questions about the Proposed Criteria for QCM Content exposure draft could be emailed to Susan.Rowley@aicpa-cima.com.

1.4 Other Business

Discussion Summary: None

1.5 For Informational Purposes

Discussion Summary: Mr. Bluhm briefly referred to the items included in the materials for informational purposes.

1.6 Future Open Session Meetings

Discussion Summary:

The agenda included information related to upcoming open session meeting dates and locations as follows:

- May 3, 2023 – Teleconference
- September 7, 2023 – Teleconference
- November 16, 2023 – Teleconference

The meeting was adjourned at approximately 11:23am.

AICPA Peer Review Board Meeting
Participants for Peer Review Board Open Session
February 8, 2023

	Name	Company
1.	Lisa Brown	The Ohio Society of CPAs
2.	Dan Weaver	Texas State Board of Public Accountancy
3.	Paul Pierson	Illinois CPA Society
4.	Joan Phillips	WI Accounting Examining Board
5.	Sharon Romere-Nix	Thomson Reuters
6.	Fausto Hinojosa	CA Board of Accountancy
7.	Jeffrey De Lyser	CA Board of Accountancy
8.	Heather Trower	PICPA
9.	Lolita Wynn	GRCI
10.	Dave Arman	AICPA
11.	Richard Hill	Mitchell Emert & Hill
12.	Heather Lindquist	Illinois CPA Society
13.	Gloria Snyder	LCPA
14.	Art Sparks	ATA
15.	Cheryl Hartfield	AICPA
16.	Stephen Young	Illinois CPA Society
17.	Julie McNeal	CT Society of CPAs
18.	Viki Windfeldt	Nevada State Board of Accountancy
19.	Monica Farrell	PICPA
20.	Kathleen Meyer	MOCPA
21.	Marc Feinstein	PICPA
22.	Pamela Lemire	New England Peer Review
23.	Adelina Burke	PICPA
24.	Michael Wolansky	Buchbinder Tunick & Company LLP
25.	Ahava Goldman	AICPA
26.	Paul Ziga	Georgia State Board of Accountancy
27.	Tara Loghing	PICPA
28.	Raegen Nuffer	Alabama Society of CPAs

	Name	Company
29.	Robert Irwin	Bridges, Horning & Company, P.C.
30.	Sherry Kidd	Oklahoma Society of CPAs
31.	Laura Harrison	GSCPA
32.	Ashley Plyushko	Oklahoma Accountancy Board
33.	Paul Brown	Florida Institute of CPAs
34.	Randall Davis	Mass Society of CPAs
35.	Faye Hayhurst	Minnesota Society of CPAs
36.	Andy Wright	MS State Board Of Accountancy
37.	Jerry Cross	Texas Society of CPAs
38.	Suzanne Heidenreich	Heidenreich & Heidenreich CPAs PLLC
39.	Marissa Brooks	TSBPA
40.	David Holland	Holland & Reilly
41.	Sheila Duggan	Colorado Society of CPAs
42.	Adebimpe McMillon	TXCPA
43.	Jennifer Winters	NYS Peer Review Oversight Committee
44.	Dipesh Patel	TXCPA
45.	Thomas Cordell	NYS Education Department
46.	Thomas Bowns	Flynn & Company, Inc
47.	Wendy Garvin	Tennessee State Board of Accountancy
48.	Calvin Harris	New York State Society of CPAs
49.	Darlene Boles	Oregon Society of CPAs
50.	Anna Durst	Nevada Society of CPAs
51.	Oliver Yandle	Arizona Society of CPAs
52.	Allen Lloyd	Montana Society of CPAs
53.	Stacey Lockwood	LCPA
54.	Mark Mersmann	MOCPA,GSCPA, PPR
55.	Melinda Hart	Illinois CPA Society
56.	Gary Miyashiro	State of Hawaii Board of Accountancy
57.	John Morgan	State Board of CPAs of LA
58.	Marshall Karp	Marshall Karp PC
59.	Julie Phipps	WSCPA
60.	Mary Beth Halpern	Coastal Peer Review
61.	Marysue Bulcavage	Marysue Bulcavage, CPA
62.	Ross Roye	Gray, Blodgett & Company, PLLC
63.	William Bailey	U.S Dept. of Labor

	Name	Company
64.	Vivian Rios	Colegio CPA's of Puerto Rico
65.	Marilee Lau	COCPA
66.	Rebecca Tres	WellsColeman
67.	Paul Balas	Michigan Board of Accountancy
68.	Dawn Carlson	IDFPR
69.	Andrew Duboff	NJ Board of A PROC Comm Member
70.	Mark Harris	LCPA
71.	Abby Dawson	F.G. Briggs Jr. CPA Professional Association
72.	Rodney Harano	CW Associates, CPAs
73.	Kevin Humphries	PBMares, LLP
74.	Jill Turner	COCPA
75.	Karen Guerra	MICPA
76.	Richard Bell	Arkansas State Board of Public Accounting
77.	Michael Auerbach	U.S. Department of Labor
78.	Geof Brown	ICPAS
79.	Julie Salvaggio	Peer Review Alliance
80.	Crista Burson	Alaska Society of CPAs
81.	Richard Simitian	CalCPA
82.	Mary Kline-Cueter	Kline Group PC
83.	David Eatmon	Oklahoma Society of CPAs
84.	Maria Laboy	PR Society of CPAs
85.	Debra Seefeld	Texas State Board of Public Accountancy
86.	Lynne Sanders	NC State Board of CPA Examiners
87.	David Nance	NC State Board of CPA Examiners
88.	Glenn Roe	NJCPA
89.	Gavin Burnham	Olsen Thielen & Co
90.	Bonnie Stewart	CTCPA
91.	Paul Burns	KPMG
92.	Charles Jordan	Partners in Peer Review
93.	Lynn Read	MA Board of Public Accountancy
94.	Kathy Creel	Florida Institute of CPAs
95.	Chika Okro	FICPA
96.	Aury Sanchez	MassCPAs

	Name	Company
97.	Peggy Jury	MICPA