
**AICPA Peer Review Board (PRB)
Open Session Agenda
Thursday, November 16, 2023
Teleconference**

Peer Review Board (PRB) Members:

Mike Fawley, Chair
Peter Alfele
Dawn Brenner
Steve Fetterman
Laura Hay
Julia Hayes
Jon Heath
Steve Hicks
Kristen Mascis
Kim Meyer
Charles Prince
Gary Schafer
Dawn Trapani
George Victor
Mike Wagner

AICPA Peer Review Staff:

Karen Aylor
Jaime Beasley
Jim Brackens
Brad Coffey
Toya Ebron
Kim Ellis
Gary Freundlich
Gloria Harewood
Tim Kindem
Fran McClintock
Beth Thoresen
Andrew Volz

Observers:

See Attachment A

Absent:

April Boudreaux
Amy Pitter
Mike Sibley
Becky Tres
Karen Welch

1.1 Welcome Attendees and Roll Call of PRB

Discussion Summary:

Mr. Kindem began the meeting by taking roll, Mr. Fawley then called the meeting to order after:

- Thanking outgoing PRB member Amy Pitter
- Welcoming incoming PRB member Sherri McPherson
- Welcoming new PRB members Peter Alfele, Jon Heath, Gary Schafer and Becky Tres.

1.2 Approval of Exposure Draft for Proposed Peer Review Standards Update No. 2

It was agreed that:

The draft exposure draft of *Peer Review Standards Update (PRSU) No. 2, Reviewing a Firm's System of Quality Management and Omnibus Technical Enhancements* (the ED) presented in agenda item 1.2 was approved unanimously with the following changes:

- A request for comment will be added to the explanatory memo concerning the inclusion of technical reviewers and CPAs on staff to the training requirement described in paragraph .07 of PR-C section 210.
- A request for comment will be added to the explanatory memo related to including a definition of "root cause" in addition to that of "systemic cause."
- The effective date section of the explanatory memorandum will include a proposed effective date of October 31, 2024 (reviews commencing on or after) for the omnibus

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- technical enhancements in addition to effective date of peer review years ending on or after December 31, 2025 for QM related changes.
- Any changes identified through final editorial review by AICPA staff (e.g. grammatical and formatting changes)

Assignments:

- Mr. Coffey will work with editorial staff to make the necessary changes prior to publishing the exposure draft to the AICPA's website.

Discussion Summary:

Mr. Fawley began with a summary of the exposure draft including the intended objectives of the proposed changes.

Mr. Freundlich provided a more in-depth overview of proposed changes related to facilitated state board access (FSBA) noting the proposed enhancements are intended to strengthen the existing requirements and that NASBA's exposure draft of proposed FSBA amendments to the Uniform Accountancy Act as shown in agenda item 1.4 is consistent with the PRB's exposure draft.

Mr. Coffey proposed an additional request for comment be added to the explanatory memo for respondents to provide feedback concerning the inclusion of technical reviewers and CPAs on staff to the training requirement described in paragraph .07 of PR-C section 210, which modifies the extant requirement for certain peer reviewer training courses to be taken within 18 months (instead of 12 months) prior to commencing a review.

1.3 Task Force Updates

Discussion Summary: In addition to the items included in agenda item 1.3:

- Mr. Fawley noted that the Standards Task Force:
 - Will continue to work on any necessary updates related to quality management.
 - Prepared an article to be published in the November Reviewer alert that specifically addresses the concerns related to the December 2022 Reviewer alert article that discusses AR-C section requirements that are deemed to be critical elements in compilation reports.
- For the Oversight Task Force, Ms. Meyer noted:
 - The revised administering entity (AE) benchmarks will be effective January 1, 2024 and will be communicated in an AE alert prior to the effective date highlighting the following revisions:
 - A revision to the wording of the benchmark training requirements for technical reviewers, committee/RAB members, and CPAs on staff to include "ethical training requirements" to improve specificity in the benchmark for conflicts of interest addressed in the guidance.
 - The clarification to the existing benchmark for committee/RAB members concerning the evaluation of firms receiving consecutive non-pass report ratings to align with established requirements and guidance.
- Ms. Brenner noted that the Education and Communications Task Force:
 - Continues to prioritize issues related to the reviewer pool and is exploring initiatives to address concerns.

- Evaluated and considered all comments received from discussion leaders on the conference cases from the 2023 Peer Review Conference.
- Launched on-demand versions of the 2023 Peer Review conference sessions including:
 - [AICPA Peer Review RAB Update Course](#)
 - [AICPA Peer Review Technical Reviewer Update Course](#)
 - [AICPA Peer Review Must-Select Industry Update: Government Auditing Standards](#)
 - [AICPA Peer Review Must-Select Industry Update: Employee Benefit Plans](#)
 - [AICPA Peer Review Update Course](#)
- Will conduct a [Systemic Cause webcast](#) scheduled for December 14.
- Scheduled the next peer reviewer forum for November 29, 2023.
- Developed and published the [November 2023 Reviewer alert](#) and the [fall 2023 PR prompts](#).

1.4 Other Reports

Discussion Summary:

Ms. Thoresen highlighted:

- Staff continues to assess concerns related to the reviewer pool and while data indicates there is a sufficient number of reviewers for now, staff recognizes there are challenges throughout the country and are looking at ways to address this.
- A question will be added to the reviewer resume in PRIMA allowing reviewers to indicate if they are accepting new clients and in 2024, firms will be able to search using this question to find available reviewers. The search functionality will not be activated immediately, granting reviewers a window to update their resumes ensuring meaningful search results once the functionality is enabled.

In Ms. Pitter's absence, Mr. Kindem noted there was no feedback received from the State CPA Society CEOs.

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

Mr. Freundlich requested to be included in discussions with state boards and state societies when any future changes to peer review statutes or regulations are being considered including those that could impact FSBA. Working collaboratively is important as these changes may necessitate updates to our technology, which takes time. Ensuring compliance with proposed effective dates is our priority and we want to address any changes promptly to achieve a seamless implementation process.

1.5 Other Business

Discussion Summary: None

1.6 For Informational Purposes

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

1.7 Future Open Session Meetings

Discussion Summary:

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

- February 7, 2024 – Teleconference
- May 15, 2024 – Teleconference
- September 11, 2024 – Teleconference
- November 6, 2024 – Teleconference

The meeting was adjourned at approximately 2:00pm.

Attachment A

AICPA Peer Review Board Meeting
Participants for Peer Review Board Open Session
November 16, 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.	Bonnie Stewart	CTCPA
5.	Richard Hill	Mitchell Emert & Hill
6.	Stacey Lockwood	LCPA
7.	Gavin Burnham	Olsen Thielen & Co
8.	Paul Burns	KPMG
9.	Jon Arbles	Hawaii Board of Public Accountancy
10.	Laura Lambert	Weaver
11.	Gloria Snyder	LCPA
12.	Thomas Kirwin	Sullivan Bille PC
13.	Kim Conway	Oregon State Board of Accounting Peer Review Oversight Committee
14.	Martin Pittioni	Oregon Board of Accountancy
15.	Brian Bluhm	Eide Bailly LLP
16.	David Holland	Holland & Reilly
17.	Heather Trower	PICPA
18.	Gary Miyashiro	State of Hawaii Board of Accountancy
19.	Julie Salvaggio	Peer Review Alliance
20.	Faye Hayhurst	Minnesota Society of CPAs
21.	Paul Ziga	Georgia State Board of Accountancy
22.	Raegen Nuffer	Alabama Society of CPAs
23.	Dipesh Patel	TXCPA
24.	Maria Laboy	PR Society of CPAs
25.	Monica Farrell	PICPA
26.	Glenn Roe	NJCPA
27.	Melinda Hart	Illinois CPA Society
28.	Christine Wells	TXCPA

	Name	Company
29.	Chuck Jordan	Partners In Peer Review
30.	Darlene Boles	OSCPA
31.	Debra Seefeld	Texas State Board of Public Accountancy
32.	Chris Rouse	Windham Brannon, LLC
33.	Deidre Budahl	SD Board of Accountancy
34.	William Bailey	US Dept. of Labor
35.	Bomani Brown	State Board of CPAs of Louisiana
36.	Tracy Taylor	Utah Division of Professional Licensing
37.	Mary Kline-Cueter	Kline Group PC
38.	Viki Windfeldt	Nevada State Board of Accountancy
39.	Jessica Mytrohovich	Georgia Society of CPAs
40.	Sheila Duggan	COCPA
41.	Stephen Young	Illinois CPA Society
42.	Geof Brown	ICPAS
43.	Wendy Garvin	Tennessee State Board of Accountancy
44.	Stephen Langowski	NYS Board for Public Accountancy
45.	Mark Mersmann	MOCPA,GSCPA, PPR
46.	Nancy Glynn	Virginia Board of Accountancy
47.	Ashley Plyushko	Oklahoma Accountancy Board
48.	Sarah Hardee	UHY
49.	Robert Irwin	Bridges, Horning & Company, P.C.
50.	Hector West	DCCA
51.	Pamela Lemire	New England Peer Review
52.	Chika Okoro	FICPA
53.	Joseph Wash	OK Accountancy Board
54.	Adelina Burke	PICPA
55.	Julie Phipps	CalCPA
56.	Nancy Bechanan	NANCY BECHANAN
57.	Gloria Roberts	Gloria P. Roberts CPA
58.	Mark Harris	Society of Louisiana CPAs
59.	Clynt Hart	Warren Averett, LLC
60.	Jodi Woodward	Technical Reviewer for Nevada RAB
61.	Sharon Romere-Nix	Thomson Reuters
62.	Lisa Benefield	State Board of CPAs of Louisiana
63.	Rodney Harano	CW Associates, CPAs

	Name	Company
64.	Tara Loghing	PICPA
65.	Kathy Creel	Florida Institute of CPAs
66.	Jennifer Winters	NYS Education Department
67.	Cat Arsenault	CT Dept. of Consumer Protection
68.	Boyd Busby	Alabama Board of Public Accountancy
69.	Abby Dawson	F.G. Briggs Jr CPA Professional Association
70.	Mary Beth Halpern	MACPA
71.	Dawn Carlson	IDFPR
72.	Karen Guerra	MICPA
73.	Marissa Brooks	TSBPA
74.	Neil Dewan	Illinois CPA Society
75.	Marilee Lau	COCPA
76.	Michele Courtney	Peer Review Alliance
77.	Amanda Koehler	Missouri Society of CPAs
78.	Kathleen Meyer	Missouri Society of CPAs
79.	Justin Long	AICPA
80.	Albert Denny	Oklahoma Society of CPAs
81.	Amanda Brown	Arizona State Board of Accountancy
82.	Michelle Thompson	Iowa Society of CPAs
83.	Paul Brown	Florida Institute of CPAs
84.	Marc Feinstein	PICPA
85.	Julie McNeal	CT Society of CPAs
86.	Katie Cheek	Tennessee Society of CPAs
87.	Joan Phillips	WI Accounting Examining Board
88.	Lee Ann Teshima	Hawaii Board of Accountancy
89.	Alma Velez	PR State Society Of CPA
90.	Ivory Bare	Partners in Peer Review
91.	Thomas Cordell	NYS Education Department
92.	Peggy Jury	Michigan Association of CPAs
93.	Daniel Wamhoff	Andrews Hooper Pavlik PLC
94.	Allison Henry	PICPA
95.	Samuel Winfield, CPA	Partners in Peer Review
96.	Dan Dustin	NASBA

	Name	Company
97.	Wende Wadsworth	Sweeney Conrad, P.S.
98.	Ross Roye	Gray, Blodgett & Company, PLLC
99.	Alexandra Wilkinson	Wyoming State Board of Certified Public Accountants
100.	Laura Harrison	GSCPA
101.	Heather Lindquist	Illinois CPA Society (Peer Review Alliance)
102.	Nadine Grady	Bell & Company, P.A.
103.	Michael Auerbach	U.S. Department of Labor
104.	Heather Myers	Nebraska Board of Public Accountancy
105.	David Nance	NC State Board of CPA Examiners
106.	Elizabeth Ott	Wyoming Board of CPAs
107.	Jaye Gasaway	Gasaway & Company, CPAs
108.	Kevin Humphries	HH Financial, PLLC
109.	Calvin Harris	New York State Society of CPAs
110.	Andy DuBoff	NJ Bd of Accountancy - PROC
111.	Kathleen Hoover	Corbets & Associates