
**AICPA Peer Review Board (PRB)
Open Session
Wednesday, February 7, 2024
Teleconference**

Peer Review Board (PRB) Members:

Mike Fawley, Chair
Peter Alfele
April Boudreaux
Dawn Brenner
Steve Fetterman
Laura Hay
Julia Hayes
Jon Heath
Kristen Mascis
Sherri McPherson
Kim Meyer
Charles Prince
Gary Schafer
Mike Sibley
Dawn Trapani
Becky Tres
George Victor
Mike Wagner
Karen Welch

AICPA Peer Review Staff:

Karen Aylor
Jaime Beasley
Jim Brackens
Gary Freundlich
Laurel Gron
Lisa Joseph
Tim Kindem
Fran McClintock
LaVonne Montague
Daphne Owings
Beth Thoresen
Andrew Volz

Observers:

See Attachment A

Absent:

Steve Hicks

1.1 Welcome Attendees and Roll Call of PRB

Discussion Summary:

Mr. Kindem began by taking roll followed by Mr. Fawley calling the meeting to order after:

- Welcoming incoming PRB member Sherri McPherson to her first official open session meeting as a PRB member.

1.2 2023 Peer Reviewer Survey and Table Talk Findings

Discussion Summary:

Brian Wilson, Director - Audit and Attest Standards, provided an overview of findings from the survey sent in connection with the 2023 Peer Review Conference as well as discussions held at conference case tables. Items of note not included in the presentation materials included:

- The high percentage of rebuttals to the presumption that revenue recognition is a fraud risk, along with the lack of documentation of this rebuttal, is prompting the Auditing Standards Board (ASB) to discuss the issue further and to potentially collaborate further with the Board and staff to address.
- The majority of results were not surprising to ASB members and AICPA Staff for example,
 - The limited use of technology when considering fraud
 - The level of sharing of peer review results with a firm's A&A clients

- Certain practice aids and resources have been developed with some of the results in mind
 - The risk assessment guidance and scalability
 - Technology practice aid that gave examples of using technology to conduct a more effective risk assessment.
- Firm actions that can lead to a better peer review experience are or will be addressed in any firm outreach efforts performed by the peer review team, such as the “Are You Ready For Your Firm’s Peer Review?” webcast
- The ASB is having a 4-part series in the January through April editions of the Journal of Accountancy offering valuable insights on survey findings including techniques for leveraging technology.

Other items of note, particularly as it relates to questions asked during the presentation, included the following:

- The current data only identifies the “issues” and not necessarily the root cause as to why the “issue” occurred, but the ASB plans to delve deeper into the survey findings to perform a thorough analysis and establish future actions.
- We continue to encourage usage of the new risk assessment guide, such as through:
 - ASB hosted webcasts,
 - discussions during the monthly AICPA town halls.
 - Discussions during the newly established A&A focus webcast series
- While documentation remains an issue and is an area of focus for the ASB, there remains difficulty with providing a resource on what would be considered sufficient documentation as standards are principles-based and what may be sufficient for one firm may not be sufficient for another.
- These survey results were published as part of the materials for the October 2023 ASB meeting, and the ASB plans to continue conducting surveys of peer reviewers going forward.

1.3 Discussion of PRB Recruitment Process

Assignments:

- Staff will provide an update on any adjustments made to the recruitment process stemming from today’s discussion during the May meeting, as an informational item.

Discussion Summary:

Mr. Kindem provided an overview of the agenda item and related attachments. PRB members provided feedback related to the recruitment process and brainstormed additional ways to attract new members. Suggestions included:

- Boosting recruitment efforts during the Peer Review Conference
- Encouraging current board members to share their experiences, offer insights and actively recommend potential candidates whom they believe would be a good fit to apply as well.
- Exploring the creation of brief video testimonials into our recruitment campaign materials to attract prospective members.
- Leveraging PRIMA data to pinpoint high volume reviewers without any negative feedback, offering a valuable pool of qualified potential members.
- Exploring the possibility of PRB recruitment marketing during G400 or MFG and other events the AICPA is involved with.
- Identifying potential qualified candidates and proactively attempt to recruit them.

1.4 Task Force Updates

Discussion Summary: In addition to the items included in agenda item 1.4:

- Mr. Fawley noted that the Standards Task Force:
 - Encourages interested stakeholders to respond to the Peer Review Standards Update No. 2 exposure draft, *Reviewing A Firm's System of Quality Management and Omnibus Technical Enhancements*, by May 31st.
 - Is in the process of developing and reviewing revisions to peer review program checklists and practice aids (SRM, peer review risk assessment tool, QC checklists, engagement checklists, Q&As, etc.) that are affected by the QM standards and the related changes proposed in PRSU No. 2
- Ms. Meyer noted that the Oversight Task Force:
 - Approved Report Acceptance Body (RAB) observation reports
 - Conducted administering entity (AE) oversights
 - Approved AE oversight reports and AE responses
 - Reviewed required monitoring submitted by two AEs
 - Reviewed AE benchmark summary forms and feedback received
 - Conditionally approved AEs to administer the peer review program until April 1 when AEs report on compliance with 2023 oversight requirements
 - Reviewed enhanced oversight reports with comments for consistency
 - Monitored results of enhanced oversights
 - Discussed the type of feedback issued by AEs as a result of enhanced oversights
 - Monitored reviewer performance
 - Will continue to discuss revisions to the Oversight Handbook
 - Is working on finalizing the Annual Report on Oversight
- Ms. Brenner noted that the Education and Communications Task Force:
 - Established a specialized focus group dedicated to the peer reviewer pool, which will hold regular discussions and exploring strategies to recruit prospective reviewers.
 - Offered the following courses:
 - The [Systemic Cause webcast](#) held on December 14.
 - The Q4 Reviewer Forum on November 29.
 - The Q1 Reviewer Forum on February 14.
 - Developed and published the February 2024 Reviewer alert and the spring 2024 PR Prompts.
 - Drafted the 2024 Peer Review Conference agenda and topics for conference cases.

1.5 Other Reports

Discussion Summary:

Ms. Thoresen highlighted:

- In response to feedback provided through the state society CEO, PRIMA does occasionally experience unintended disruptions, given the simultaneous maintenance activities of other teams that impact PRIMA. However, moving forward, our team is committed to making every effort to minimize disturbances to PRIMA's operations during weekends and at the end of the month.
- A required question has been added to the reviewer resume in PRIMA to allow reviewers to indicate whether or not they are accepting new clients. Eventually, firms will be able to filter their reviewer search to display only those who are open

to new clients. However, this feature remains inactive for now to allow reviewers more time to update their resumes.

Ms. Hay highlighted feedback provided by state society CEOs including:

- challenges in A&A staffing faced by many CPA firms that is adding pressure on both the peer reviewer supply and peer review timeliness.
- PRIMA maintenance held during the weekends and the end of the month can cause delays in the completion of peer reviews.

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

1.6 Other Business

Discussion Summary: None

1.7 For Informational Purposes

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

1.8 Future Open Session Meetings

Discussion Summary:

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

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

The meeting was adjourned at approximately 12:40pm.

AICPA Peer Review Board Meeting
Participants for Peer Review Board Open Session
February 7, 2024

	Name	Company
1.	Clay Huffman	Frazier & Deeter
2.	Paul Ziga	Georgia State Board of Accountancy
3.	Dipesh Patel	TXCPA
4.	Sherry Kidd	Oklahoma Society of CPAs
5.	Jennifer Winters	NYS Education Department
6.	Nick Myers	MO St Board of Accountancy
7.	Blaine Peterson	Oklahoma Society of CPAs
8.	Thomas Cordell	NY State Board for Public Accountancy
9.	Ivory Bare	Partners in Peer Review
10.	Viki Windfeldt	Nevada State Board of Accountancy
11.	Chris Rouse	Windham Brannon, LLC
12.	Laura Harrison	GSCPA
13.	Pamela Lemire	New England Peer Review
14.	Micah Wheeler	Wilkins Miller
15.	Rebekah Olson	Maryland Association of CPAs
16.	William Bailey	U.S. Dept. of Labor
17.	Richard Hill	Mitchell Emert & Hill
18.	Gary Miyashiro	State of Hawaii Board of Public Accountancy
19.	Tara Loghing	PICPA
20.	Hunter Cook	FORVIS (Retired)
21.	Tracy Taylor	Utah BOA
22.	Karen Guerra	Michigan Association of CPAs
23.	Marissa Brooks	Texas State Board of Public Accountancy
24.	Justin Long	AICPA
25.	Bomani Brown	State Board of CPAs of Louisiana
26.	Gloria Snyder	LCPA
27.	Ashley Plyushko	Oklahoma Accountancy Board
28.	Paul Brown	Florida Institute of CPAs

	Name	Company
29.	Ahava Goldman	AICPA
30.	Chuck Jordan	Partners in Peer Review
31.	Adelina Burke	PICPA
32.	Julie Phipps	CalCPA
33.	Raegen Nuffer	Partners in Peer Review
34.	Stacey Lockwood	LCPA
35.	Erin Jones	Wilkins Miller, LLC
36.	Glenn Roe	NJCPA
37.	Alma Velez	PR State Society
38.	Mary Kline-Cueter	Kline Group PC
39.	Elizabeth Ott	Wyoming Board of CPAs
40.	Samuel Winfield, CPA	Partners in Peer Review.
41.	Gavin Burnham	Olsen Thielen & Co., Ltd
42.	Marc Feinstein	PICPA
43.	Dawn Carlson	IL Dept of Financial & Professional Regulation
44.	Marilee Lau	Colorado Society of CPAs
45.	Carla Ratchford	Illinois Board of Examiners
46.	Michael Kintz	Wilkins Miller, LLC
47.	Kathleen Hoover	Corbets & Associates
48.	Heather Lindquist	Peer Review Alliance (Illinois CPA Society)
49.	Faye Hayhurst	Minnesota Society of CPAs
50.	Jessica Mytrohovich	Georgia Society of CPAs
51.	Julie McNeal	CT Society of CPAs
52.	Darlene Boles	Oregon Society of CPAs
53.	Paul Pierson	Illinois CPA Society
54.	Albert Denny	Oklahoma Society of CPAs
55.	Kent Absec	Idaho State Board of Accountancy
56.	Mark Harris	LCPA. VSCPA
57.	Deidre Budahl	SD Board of Accountancy
58.	Wendy Garvin	Tennessee Board of Accountancy
59.	Suzanne Heidenreich	Heidenreich & Heidenreich, CPAs PLLC
60.	Jill Turner	COCPA
61.	Geof Brown	IL CPA Society
62.	Mark Mersmann	MoCPA
63.	Anna Durst	NV Society of CPAs

	Name	Company
64.	Bob Doyle	Michigan Association of CPAs
65.	Tim Montgomery	Arkansas State Board of Public Accountancy
66.	Kevin Humphries	HH Financial, PLLC
67.	Christine Wells	TXCPA
68.	Julie Salvaggio	Illinois CPA Society
69.	Lisa Ching	Lisa Ching, CPA
70.	Tom Kirwin	Sullivan Bille PC
71.	J. Franco	Board of Public Accountancy
72.	Joseph (Joey) Wash	OK Accountancy Board
73.	Sharon Romere-Nix	Thomson Reuters
74.	Matt Ross	Virginia Board of Accountancy
75.	Allison Henry	PICPA
76.	Richard Spiegel	Wipfli
77.	Neil Dewan	Peer Review Alliance
78.	Abby Dawson	F. G Briggs jr CPA professional Association
79.	Alexandra Wilkinson	Wyoming Board of CPAs
80.	Reza Mahbod	RMA Associates
81.	Natalie Quan	CalCPA
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