

NEVADA STATE BOARD OF ACCOUNTANCY
Minutes
November 18, 2020

MISSION STATEMENT

The mission of the Nevada State Board of Accountancy is to protect the welfare of the citizens of the State of Nevada by assuring the competency of persons licensed as Certified Public Accountants (CPAs) and compliance with professional standards by the registered CPA firms.

NOTICE

On March 22, 2020, Governor Sisolak signed Declaration of Emergency Directive 006, which suspends the requirement that public bodies in Nevada provide a physical location for members of the public to attend and participate in meetings open to the public. In accordance with Declaration of Emergency Directive 006, the Nevada State Board of Accountancy (“Board”) is providing other methods for the public to provide comment. Members of the public may submit written comments electronically before, during or after the meeting by email to cpa@nvaccountancy.com. You may also mail written comments to 1325 Airmotive Way, Suite 220, Reno, Nevada 89502 or fax comments to (775) 786-0234. Members of the public may provide public comment telephonically during Board meetings. The Board has reserved the following number for the public’s telephonic participation: (877) 873-8018 / Access ID 2972156#. Members of the public providing comments telephonically should dial the telephone number above approximately five (5) minutes before the meeting starts to provide their names to Board personnel. Those participating telephonically are asked to mute their telephones when not speaking. To resolve any issues related to dialing in to provide public comment, please call (775) 786-0231.

An open meeting of the Nevada State Board of Accountancy was called to order at 9:00 AM. by President, Michael Davis on November 18, 2020 by Teleconference, 1-877-873-8018, Access ID 2972156# and zoom link.

Board Members Present:

Michael E. Davis, President	Kerry Eaton, Secretary/Treasurer
Candace Johnson	Jeffery Pero
Rachael Thomsen	Jannet Vreeland

Board Members Absent:

Brian Wallace

Board Staff Present:

Karen Peterson, Counsel
Viki A. Windfeldt, Executive Director
Leslie C. Walsh, Deputy Director

- A. Call to Order, Roll Call and Establish a Quorum
- B. **Public Comment Section:** In accordance with NRS 241.020 Public Comment will be taken prior to the beginning of the meeting.
Note: No one was present for this section of the public comment agenda item.

◆ ◆ ◆ ◆ CONSENT AGENDA ◆ ◆ ◆ ◆

The Consent Agenda contains matters of routine acceptance. The Board Members may approve the consent agenda items as written or, at their discretion, may address individual items for discussion or change.

- *1. Approval of September 16, 2020 Board Meeting Minutes *(For Possible Action)*
- *2. Ratification of Applications for Certified Public Accountant – Non-Appearance *(For Possible Action)*:

Spencer Belnap	Keeli Bishop	Sarah Bousman	Derick Bowers
Jeffrey Collins	Michael Dutra	Michael Hacia	Deanna Hernandez
Julie Homan	Di Hu	Renee Johnson	David Kane
Karin Krugel	Cecilia Landers	William McBride	Daniel Medina
Mikeal Meeks	Ki Min Park	Donny Shimamoto	Alexander Terpstra
Juan Urrutia	Alex Wojtowicz	Alisa Wongvasinkul	
- *3. Approval of Change to License Status *(For Possible Action)*:

Inactive Status:	Daniel Hunt	Lucy Tomera-Miller	
Retired Status:	John Bullis	Larry Dunn	Kathrynn Grosulak
	Donald Layton	Kevin Pikero	Kim Redding
- *4. Review and Approval of Finances *(For Possible Action)*
 - A. Monthly Income & Expense in compliance with NRS 622.234
- *5. Board Approval of Fictitious Name Use: *(For Possible Action)*
 - A. Azada CPA
 - B. Intraprise TechKnowlogies LLC
 - C. Keystone CPAs LLC
 - D. Ocean-Accounting
 - D. ST CPA
- *6. Board Approval of CPA Exam Scores August - September 2020 *(For Possible Action)*
- *7. No items scheduled under this agenda item

The consent agenda and supporting documents were reviewed by the Board. Motion was made, seconded and carried to approve the consent agenda items. Board Members abstained from voting on Applications for Certification as follows: Michael Davis for Keelie Bishop, Jannet Vreeland for Sarah Bousman, and Rachael Thomsen for Julie Homan.

◆ ◆ ◆ ◆ REGULAR AGENDA ◆ ◆ ◆ ◆

Agenda Item 8: Grievance Report and Grievance Matters (*For Possible Action*)

Note: NRS 241.020 requires the Board to list individuals that may have administrative action taken against them in connection with the Board's disciplinary grievance report. The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health for any of the grievances filed with or disciplinary action considered by the board.

A. Review of Grievance Report (*For Possible Action*)

Motion was made, seconded and carried to close complaint matter I2020.010 based on pending litigation.

Motion was made, seconded and carried to dismiss complaint matter R2020.026 based on compliance.

Motion was seconded and carried to close complaint matter I2020.014 based on lack of cause.

Motion was made, seconded and carried to close complaint matter I2020.15 based on lack of merit to warrant further board action.

Motion was made, seconded and carried to close the following complaint matters based on assurances provided by the firms: F2020.007, F2020.008, F2020.009.

B. Full Board Disciplinary Hearing (*For Possible Action*):

Gerald Killeen

Appearance 10:00 AM

This item has been continued to another date to be scheduled.

C. Recommendation of Hearing Officer based on hearings held against Gilbert Flores, Jr., for failure to comply with the required continuing education for calendar year 2019 (*For Possible Action*).

Motion was made, seconded and carried to approve the recommendation of the Hearing Officer to revoke the CPA license of Gilbert Flores, Jr. for failure to comply with the required continuing education for calendar year 2019 based on hearings held November 12, 2020. The Board also assessed a penalty and attorney fees and costs if the licensee should request active status again. Board member Michael Davis, Hearing Officer abstained from the vote

Note: Board Member Jannet Vreeland abstained from voting on all matters with under agenda item 8 based on her position with the Enforcement Committee.

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Agenda Item 9: Report of Legal Counsel (*For Possible Action*)

A. NASBA update on federal legislation

Legal Counsel provided an update to the Board regarding recent federal legislation Counsel also provided an update regarding the filing of a notice of appeal to the Supreme Court by a prior Board complainant.

Agenda Item 10: Report of Executive Director (*For Possible Action*):

Administrative Items:

A. Review of Monthly Board Statistics

Executive Director provided the Board with a report of the monthly board office administrative detail statistics since the last Board meeting.

B. Nevada State Required Reporting Monitoring Update

Executive Director provided the Board with an updated report for the Nevada State Required Reporting documents.

Miscellaneous Items:

C. Request Board consideration and amendment to previous approval for CPA Examination credit extensions.

Executive Director provided information to the Board regarding their previous motion to extend the CPA Exam credit deadline until next year. Motion was made seconded and carried to rescind the prior approval and to consider CPA Exam credit extensions on a case by case basis.

D. Legislative Sunset Committee interim direction & correspondence.

Executive Director provided the Board with information from the Legislative Sunset Committee. The information following the end of the interim session does not appear to require further action by the Board of Accountancy.

E. NASBA Remote Proctoring Information

Executive Director provided the Board with information from NASBA regarding the topic of remote proctoring of the CPA Examination. The Board discussed the concept and will continue to monitor this topic for additional information.

F. Library & Archives proposed record retention amendment

Executive Director provided the Board with information regarding a proposal to require Boards to maintain their financial records for a period of 6 years. The current general retention schedule is to maintain records for 3 fiscal years. A letter was sent to the Library & Archives Records Committee opposing the recommended amendment detailing the requirements of Boards to submit audited financials to the Legislative Auditor and raising the question as to why Boards would be held to a higher standard than other State agencies. Executive Director indicated that additional testimony was also provided during the Records Committee's November 16, 2020 meeting. The records committee, while appreciative of all the written and verbal information that was provided, chose to approve the amendment as proposed. Executive Director informed the Board that it will take an additional 3 years to be in compliance with this requirement.

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Agenda Item 10 Con't

G. Board annual review of Strategic Plan
Executive Director provided the Board with its 2019 Strategic Plan and requested feedback as to what items might be considered on the 2020 or 2021 strategic plan. The Board provided updates and feedback on the procedure moving forward.

Agenda Item 10 (Cont.)

H. NASBA Annual Conference Follow Up
Executive Director provided the Board with information relating to the NASBA Annual Virtual Conference that was held on November 2 – 4, 2020.

Agenda Item 11: Board Approval and appointment of member to the Committee on Local Government Finance *(For Possible Action)*:

Executive Director provided an update to the Board regarding the solicitation of certain CPAs for consideration of appointment to the Committee on Local Government Finance. Felicia O'Carroll, CPA expressed a strong desire to serve on this committee. Ms. O'Carroll is a past Board Member who also served as Secretary-Treasurer and President of the Board during her term. In addition to other community involvement, Ms. O'Carroll is a retired partner from Eide Bailly, and is currently providing governmental quality control reviews for two local firms. Motion was made, seconded and carried to approve the appointment of Felicia O'Carroll, CPA to the Committee on Local Government Finance for a 3-year period.

Agenda Item 12: Board approval of 2020 Peer Review Report *(For Possible Action)*

Executive Director provided the Board with the 2020 Peer Review Report. Motion was made, seconded and carried to approve the report as provided.

Agenda Item 13: President's Report *(For Possible Action)*

Nothing was discussed under this agenda item.

Agenda Item 14: Next Board Meeting: January 13, 2021 Reno NV

C. **Public Comment Section:** In accordance with NRS 241.020 Public Comment will be taken prior to the adjournment of the meeting.

Note: No one was present for this section of the public comment agenda item.

D. Adjournment

NEVADA STATE BOARD OF ACCOUNTANCY
STATISTICAL INFORMATION

Board Statistics	November 2019 as of 11/6/19	December 2019	January February 18th 2020	March April 2020	May June 2020	July August 2020	September October 2020
Administration							
Website Hits	222,388	560,035	586,291 216,151	842,873 184,818	195,839 244,724	218,104 282,173	287,835 257,192
Examination							
Initial Applications	15	14	31	34	45	32	41
Re-Exam Applications	38	44	45	81	78	92	92
Licensing							
Original Certification Applications	4	14	15	10	9	10	9
Reciprocal Applications	6	5	6	4	12	12	8
Licenses Issued	23	0	30	21	17	29	20
Individual Experience Reviews	0	0	1	0	0	0	0
Return Active Status	1	1	0	1	1	0	1
Retired Status	2	19	20	13	4	0	1
Inactive Status	2	9	9	5	0	1	1
Voluntary Surrender	1	1	15	13	1	0	3
Practice Privilege Applications	2	5	6	4	4	4	5
In State Firm Applications	7	1	4	1	7	7	10
Fictitious Name Applications	3	2	2	1	5	3	3
Criminal History Petitions (AB319)	0	0	0	0	0	0	0
Enforcement							
Complaints - Licensee	0	0	1	7	3	1	4
Complaints - Non-Licensee	0	0	1	2	1	0	0
Complaints - Firms	2	0	3	1	1	1	5
CPE Shortage Complaints	8	0	0	33	20	2	2
Stipulated Agreements/Formal Complaints	0	0	1	24	4	0	1
Disciplinary Hearings	2	0	0	0	0	6	0
Peer Review Compliance Monitoring	42	24	24	17	17	25	31
Pending Litigation Monitoring	25	25	28	18	18	18	18
Fingerprint/Background Processing	12	13	39	19	26	22	22
Peer Review							
Submissions						90	155
Exemptions						587	1005
CPE Audit							
Submissions							
Exemptions							
Out of State							
Renewals							
Individual CPA Renewal		1725	1634	5	2		
Firm Renewal		404	302	1	1		
Meetings/ Training							
FARB Executive Director Training							
FARB Board Member Training							
Combined Occup/Prof Boards Meetings	1	1					
Board of Accountancy Mtgs	1	0	1	1	0	1	
Certified Contract Manager Course							