

AGENDA
UTAH BOARD OF ACCOUNTANCY
LICENSING BOARD
May 6, 2020 – 1:30 P.M.

Electronically

Heber M. Wells Building

160 E. 300 S. Salt Lake City, Utah

This agenda is subject to change up to 24 hours prior to the meeting.

ELECTRONIC MEETING:

DUE TO COVID-19, NO PUBLIC ANCHOR LOCATION WILL BE PROVIDED.

Public may participate at:

<https://meet.google.com/pon-zvjm-wqc>

Join with Google Meet

meet.google.com/pon-zvjm-wqc

Join by phone

+1 318-417-7968 PIN: 361 548 490#

ADMINISTRATIVE BUSINESS:

Call meeting to order

Sign per diem

Approve board minutes from March 4, 2020 meeting

Compliance report, Lisa Lynn

Investigative update, Pamela Bennett

DISCUSSION ITEMS:

1. Mark Springer – Peer Review Report Status
2. Stephen Broadhead – AICPA/UACPA Settlement Agreement
3. CPA Evolution Teleconference Update – Carey Woolsey
4. COVID 19 Issues
 - NTS Extensions
 - Extension of Exam Credit
 - Exam Testing Sites/Law & Rule Exam Update – Jenna Mayne
5. NASBA – Continuous Testing Announcement
6. 3rd Party Engagements – Rule clarification needed?
7. Legislative update – Licensure by endorsement

NEXT SCHEDULED MEETING: June 3, 2020

MINUTES

**UTAH BOARD OF ACCOUNTANCY
LICENSING BOARD
MEETING**

March 4, 2020

**Room 402 Fourth Floor – 1:30 p.m.
Heber Wells Building
Salt Lake City, UT 84111**

CONVENED: 1:30 p.m.

ADJOURNED: 2:55 p.m.

Bureau Manager:

Robyn Barkdull

Board Secretary:

Sharon Smalley

Board Members Present:

Wade Watkins
Mike Gregory
Carey Woolsey (electronically)
Robert Anderson
David Young

Board Members Absent:

DOPL Staff

Robyn Barkdull, Bureau Manager
Sharon Smalley, Board Secretary
Lisa Lynn, Compliance Specialist
Pam Bennett, Investigations
Jenna Mayne, Program Specialist

Guests:

Jeff Jones, Haynie & Co
Nick Warnick, Haynie & Co
Susan Spears, UACPA

ADMINISTRATIVE BUSINESS:

Elect a new chair person

A motion was made by Mike Gregory to nominate Carey Woolsey for chairman. The motion was seconded by Robert Anderson and passed unanimously.

A motion was made by Wade Watkins to nominate Robert Anderson for vice chair. The motion was seconded by Mike Gregory and passed unanimously.

Approval of Minutes

A motion was made by Robert Anderson to approve the minutes from the November 13, 2019, meeting as written. The motion was seconded by Mike Gregory and passed unanimously.

Compliance Report

Ms. Lynn gave the compliance report. All licensees are compliant with the terms of their probation. She reported that Mark Springer has not submitted the peer review report as of this date. Mr. Springer has not received it from Nevada Peer Review. If Mr. Springer has not submitted the report by the next meeting, he will need to come in and meet with the Board.

Douglas Child is compliant so the Board does not need to meet with him for at least a year.

S Jeffrey Jones, CPA – SEC Sanction

Mr. Jones met with the Board in connection with his probation. He notified the Board that the SEC has taken further action against him. Ms. Barkdull explained the three options the Board can consider for his probation. Following the discussion, a motion was made by Mike Gregory to make a recommendation to the Division to extend the probation to match the SEC sanction which is up in June of 2021. There will still be independent reviews and oversight of all audits with the exception of audits of government entities, not for profit entities, home owner associations, captive insurance entities, and limited and full scope pension plan audits. Reports will still be due quarterly. The motion was seconded by Robert Anderson and passed unanimously.

CPA Law & Rule Exam update – Jenna Mayne

Jenna Mayne reported that the recent rule change has been incorporated into the exam. Ms. Mayne also reported that PSI will no longer be administering the law/rule exam for the Division. The new company, ProV, will start administering the exam April 2nd. ProV has more testing sites throughout the state and will also offer Examroom. This will allow the person taking the test the ability for home or remote online testing with remote proctoring. The information on this change will be given to UACPA and NASBA.

Ineligible for testing – MAC students

Robyn Barkdull gave the background for students who are in the last year of a master of accountancy program and want to sit for the uniform exam but do not qualify to take the exam due to transfer transcripts not being detailed

enough. Following the discussion a motion was made by Carey Woolsey to allow these students to sit for the exam. The motion was seconded by Michael Gregory and passed unanimously.

CPA Evolution webinars

(At this point in the meeting Mike Gregory left.)
Ms. Barkdull reported that NASBA will be having webinars on the CPA evolution. She will be sending the Board members the link.

CPE online – use of actors

DOPL has received a request from a CPE provider to use actors to present the information in self-study CPE courses. Susan Spiers advised the Board that UACPA has an objection to this. Following the discussion, the Board asked Ms. Barkdull to do some follow up questions before they could make a decision.

Q4 Results/ Elijah Watts Sells Award
2019 UT

Utah is still ranked first in the pass rate and highest passing scores. The Board asked Ms. Barkdull to draft a letter for the Governor to sign congratulating the colleges on preparing their students to take the uniform exam. Susan Spiers from UACPA was asked to mail the letter to all of the Utah colleges.

There is a Utah candidate who has passed all four parts of the uniform exam with a 96.75 average. That person will be receiving the Elijah Watts Sells Award shortly.

Practice Analysis – AICPA

Robyn Barkdull asked the Board to review a report from AICPA and send them their opinions on the CPA exam.

Legislative update

Robyn Barkdull reported on the changes that Senate Bill 23 will make. The Board will now have fine authority that can be used in connection with disciplinary action. Good moral conduct will be taken out of the statute and endorsement will be changed to one year of experience.

The meeting adjourned at 2:55.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.



AICPA

CERTIFIED MAIL, RETURN RECEIPT REQUESTED & FIRST-CLASS MAIL

September 11, 2019

PERSONAL AND CONFIDENTIAL

Stephen Y. Broadhead, CPA

[Redacted Address]

Re: TNS 2018-602(DOL) HOJ Engineering & Sales Co., 401(k) Profit Sharing Plan - Audit of the Financial Statements as of and for the Year Ended December 31, 2015

Dear Mr. Broadhead:

This is to inform you that the AICPA Professional Ethics Executive Committee and the Utah Association of CPAs Professional Ethics Committee found apparent prima facie evidence sufficient to charge you with violations of the AICPA and the Utah Association of CPAs' codes of professional conduct.

The committees now offer you an opportunity to enter into an agreement in settlement of the charges made against you. The terms and conditions of this agreement are not negotiable. If you decide to accept the settlement offer, please sign at the place provided on the last page of the agreement and return the agreement to me at the letterhead address. I have included copies of the committee chairs' signatures; the original signatures are being held in the division's files.

You may reject this settlement agreement, but please keep in mind that if you choose to reject it, the committees will perform a full investigation of this matter in accordance with the Joint Ethics Enforcement Program, and the outcome could result in disciplinary action more or less severe than that which is proposed here. Please submit your response to me within 30 days of the date of this letter. If I do not hear from you within that time, I will assume that you do not accept this settlement agreement, and the committees will proceed with a full investigation.

Please note that if you accept this settlement agreement, failure to comply with the directives constitutes a violation of AICPA bylaw section 7.4.6, and those of the Utah Association of CPAs and the matter may be referred to the AICPA Joint Trial Board.

Should you have any questions, you may contact me at 919-402-4029 or via email at John.Wiley@aicpa-cima.com.

Sincerely,

John R. Wiley, Jr., CPA, ABV, CGMA
Manager – Professional Ethics
Professional Ethics Division – Public Accounting

220 Leigh Farm Road, Durham, NC 27707-8110
T: +1 919.402.4500 F: +1 919.402.4505
aicpa-cima.com | cimaglobal.com | aicpa.org | cgma.org

Stephen Y. Broadhead, CPA
TNS 2018-602(DOL)
Page 2 of 2

cc: Susan A. Speirs, Chief Executive Officer
Utah Association of CPAs

**AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
DIVISION OF PROFESSIONAL ETHICS
NONNEGOTIABLE
SETTLEMENT AGREEMENT**

In the Matter of:

Stephen Y. Broadhead, CPA

AUTHORITY

The Professional Ethics Executive Committee of the American Institute of Certified Public Accountants (AICPA) and the Utah Association of CPAs Professional Ethics Committee, hereinafter called the Ethics Charging Authority (ECA), enter into this settlement agreement pursuant to the authority granted in the bylaws of the respective organizations.

FINDINGS OF FACT/JURISDICTION

1. Mr. Broadhead is a member of the AICPA and the Utah Association of CPAs, and the ECA has jurisdiction in this matter.
2. Mr. Broadhead's address on the records of the AICPA and the Utah Association of CPAs is:

[REDACTED]
[REDACTED]

SPECIFIC CHARGES

1. A referral from the U.S. Department of Labor's Employee Benefits Security Administration was made to the ECA alleging a potential disciplinary matter with respect to Mr. Broadhead's performance of professional services on the audit of the financial statements HOJ Engineering & Sales Co., 401(k) Profit Sharing Plan as of and for the year ended December 31, 2015.
2. The ECA conducted an investigation of the matter described in item 1. which included informing Mr. Broadhead (a) of the rule(s) of conduct that were the subject of the investigation, (b) his right to defer the investigation in the event the issues involved were concurrently the subject of litigation, (c) that information arising from the investigation may form the basis for charges to be made against him, and (d) that information regarding this settlement will be made available to the governmental agency or other authority that filed the complaint.
3. The ECA has reviewed the findings of the U.S. Department of Labor's Employee Benefits Security Administration and Mr. Broadhead's responses to the ECA's inquiries, and other relevant documents Mr. Broadhead submitted to support his response, including the auditor's report, financial statements, and certain working papers.

The above is not intended to be a comprehensive list of all the deficiencies in this matter. Had a more comprehensive review been made of the financial statements and working papers, additional deficiencies may have been noted.

AGREEMENT

In consideration of the ECA forgoing further investigation of Mr. Broadhead's conduct as described above, and in consideration of the ECA forgoing any further proceedings in the matter, Mr. Broadhead agrees as follows:

- a. To waive his rights to further investigation of this matter in accordance with the Joint Ethics Enforcement Program (JEEP) *Manual of Procedures*.
- b. To waive his rights to a hearing under AICPA bylaws section 7.4. and the Utah Association of CPAs bylaws Article VIII.
- c. To neither admit nor deny the above specified charges.
- d. To his suspension from membership in the AICPA and the Utah Association of CPAs for a period of two years from the effective date of this agreement. During the period of suspension, he is prohibited from representing himself as a member of the AICPA and the Utah Association of CPAs and from using any AICPA credentials or certificates.
- e. To comply immediately with professional standards applicable to the professional services he performs and to submit evidence of such compliance.
- f. To complete the 4.5-hour continuing professional education (CPE) course* "Upcoming Peer Review: Is Your Firm Ready?" within six months of the effective date of this agreement and provide evidence of such completion (e.g., attendance sheets, course completion certificates, etc.).

*Courses are subject to periodic pilot testing that could affect the CPE hours granted for the course above. AICPA CPE selected to satisfy this directive should be based primarily on the course title and content. Significant credit hour differences should be pre-approved by the ECA.

- g. To provide an attestation immediately, then every six months for a period of three years that he is no longer performing audits. If he returns to performing such work, he agrees:
 - i. To complete the following continuing professional education (CPE) courses* prior to commencing such work and provide evidence of such completion (e.g., attendance sheets, course completion certificates, etc.).

Annual Update for Accountants and Auditors	6.5 hours
Audit Workpapers: Documenting Field Work	<u>2.5 hours</u>
Total	<u>9.0 hours</u>

*Courses are subject to periodic pilot testing that could affect the CPE hours granted for the courses above. AICPA CPE selected to satisfy this directive should be based primarily on the course title and content. Significant credit hour differences should be pre-approved by the ECA.

- ii. To comply with directive e. above, he agrees to hire an outside party, acceptable to the ECA, to perform a pre-issuance review of the reports, financial statements, and working papers on all audits performed by him for one year from the date the reviewer has been approved by the ECA. He must submit the names of the chosen reviewers to the ECA for approval no later than 30 days after accepting such an engagement.

He agrees to permit the outside party to report quarterly to the ECA on his progress in complying with this agreement as stated herein to comply with professional standards. The report should include:

- the reviewer's comments in detail for each engagement (**a report that omits such detail will be unacceptable**);
- description of the nature of the entity reviewed;
- the entity's year end; and
- the date of the review.

The first report is due 120 days after the reviewer has been approved by the ECA with subsequent reports due every 90 days thereafter. If none of the engagements selected for pre-issuance review were performed during a reporting period, he agrees to inform the ECA of such. He agrees to have these pre-issuance reviews performed at his expense. The ECA has the right to extend the period of time and number of engagements subject to pre-issuance review if there are deficiencies.

He agrees to inform the ECA of any changes in the composition of his practice, changes in his role or if he has not performed any audits during the period he is subject to the pre-issuance reviews. If his practice changes and he is no longer involved with audits, no longer acts in a supervisory capacity on such engagements or he has not performed such engagements during the above specified period, he must inform the ECA of this change and the ECA may require that he attest every six months for three years as to the nature of his practice. If, during the three-year attestation period, he returns to performing such engagements, he must inform the ECA of this change and undergo the required pre-issuance reviews.

- iii. To further comply with directive e. above, submit, six months after completion of the pre-issuance reviews, a list of the highest level (audits, reviews, and compilations with note disclosures) of engagements that he performed in the six month period following the date he completed the pre-issuance reviews. The following information should be included regarding the engagements listed:

- total hours spent on each engagement;
- his role and hours on each engagement;
- level of professional services rendered;
- type of report issued;
- type of organization; and
- whether it was an initial engagement.

The ECA will select one of these engagements for review. He will be informed of this selection and will be asked to submit information to include a copy of his report, the financial statements, and working papers related to that engagement for review by the ECA. The ECA may extend the period to select an engagement to ensure a suitable selection is available. A peer review undergone by his firm would not exempt him from this requirement.

He agrees to inform the ECA of any changes in the composition of his practice, changes in his role or if he has not performed any audits, reviews, or compilations with note disclosures, until a suitable work product is selected for review. If his practice changes and he is no longer involved with audits, reviews, or compilations with note disclosures, no longer acts in a supervisory capacity on such engagements, or he has not performed such engagements during the above specified period, he must inform the ECA of this change and the ECA may require that he attest every six months for three years as to the nature of his practice. If, during the three-year attestation period, he returns to performing such engagements, he must inform the ECA of this change and the ECA will select a suitable work product for review.

After an initial review of such report, financial statements, and working papers, the ECA may decide he has substantially complied with professional standards and close this matter. Or, the ECA may decide that an ethics investigation of the engagement he submitted is warranted. If, at the conclusion of the investigation, the ECA finds that professional standards have in fact been violated, the ECA may refer the matter to the AICPA Joint Trial Board for a hearing or take such other action as it deems appropriate.

- h. To provide an additional attestation immediately, then every six months for a period of three years that he is no longer performing employee benefit plan audits. If he returns to performing such work, he agrees:
 - i. To complete the following continuing professional education (CPE) courses* prior to commencing such work and provide evidence of such completion (e.g., attendance sheets, course completion certificates, etc.).

Auditing Employee Benefit Plans	15.5 hours
Documenting Your EBP Audit: What You Need to Know	<u>10.5 hours</u>
Total	<u>26.0 hours</u>

*Courses are subject to periodic pilot testing that could affect the CPE hours granted for the courses above. AICPA CPE selected to satisfy this directive

should be based primarily on the course title and content. Significant credit hour differences should be pre-approved by the ECA.

- ii. To comply with directive e. above, he agrees to hire an outside party, acceptable to the ECA, to perform a pre-issuance review of the reports, financial statements, and working papers on all employee benefit plans performed by him for one year from the date the reviewer has been approved by the ECA. He must submit the names of the chosen reviewers to the ECA for approval no later than 30 days after accepting such an engagement.

He agrees to permit the outside party to report quarterly to the ECA on his progress in complying with this agreement as stated herein to comply with professional standards. The report should include:

- the reviewer's comments in detail for each engagement (**a report that omits such detail will be unacceptable**);
- description of the nature of the entity reviewed;
- the entity's year end; and
- the date of the review.

The first report is due 120 days after the reviewer has been approved by the ECA with subsequent reports due every 90 days thereafter. If none of the engagements selected for pre-issuance review were performed during a reporting period, he agrees to inform the ECA of such. He agrees to have these pre-issuance reviews performed at his expense. The ECA has the right to extend the period of time and number of engagements subject to pre-issuance review if there are deficiencies.

He agrees to inform the ECA of any changes in the composition of his practice, changes in his role or if he has not performed any employee benefit plan audits during the period he is subject to the pre-issuance reviews. If his practice changes and he is no longer involved with employee benefit plan audits, no longer acts in a supervisory capacity on such engagements or he has not performed such engagements during the above specified period, he must inform the ECA of this change and the ECA may require that he attest every six months for three years as to the nature of his practice. If, during the three-year attestation period, he returns to performing such engagements, he must inform the ECA of this change and undergo the required pre-issuance reviews.

- iii. To further comply with directive e. above, submit, six months after completion of the pre-issuance reviews, a list of the highest level (audits, reviews, and compilations with note disclosures) of engagements that he performed in the six month period following the date he completed the pre-issuance reviews. The following information should be included regarding the engagements listed:

- total hours spent on each engagement;

- his role and hours on each engagement;
- level of professional services rendered;
- type of report issued;
- type of organization; and
- whether it was an initial engagement.

The ECA will select one of these engagements for review. He will be informed of this selection and will be asked to submit information to include a copy of his report, the financial statements, and working papers related to that engagement for review by the ECA. The ECA may extend the period to select an engagement to ensure a suitable selection is available. A peer review undergone by his firm would not exempt him from this requirement.

He agrees to inform the ECA of any changes in the composition of his practice, changes in his role or if he has not performed any audits, reviews, or compilations with note disclosures, until a suitable work product is selected for review. If his practice changes and he is no longer involved with audits, reviews, or compilations with note disclosures, no longer acts in a supervisory capacity on such engagements, or he has not performed such engagements during the above specified period, he must inform the ECA of this change and the ECA may require that he attest every six months for three years as to the nature of his practice. If, during the three-year attestation period, he returns to performing such engagements, he must inform the ECA of this change and the ECA will select a suitable work product for review.

After an initial review of such report, financial statements, and working papers, the ECA may decide he has substantially complied with professional standards and close this matter. Or, the ECA may decide that an ethics investigation of the engagement he submitted is warranted. If, at the conclusion of the investigation, the ECA finds that professional standards have in fact been violated, the ECA may refer the matter to the AICPA Joint Trial Board for a hearing or take such other action as it deems appropriate.

- iv. To submit, within 30-days after accepting an employee benefit plan audit engagement, evidence that his firm has submitted an application to join the Employee Benefit Plan Audit Quality Center. Upon membership in that Center, he agrees that his firm will comply with the directives of that Center.
- i. To be prohibited from performing peer reviews in any capacity until the above directives in this letter have been completed. This prohibition will remain in effect until the ECA determines that the work products he submitted to comply with directives g.iii and/or h.iii, above, if applicable, substantially comply with professional standards. This prohibition will be communicated to his firm's peer review administering entity.

If he is currently a peer reviewer, he should refer to peer review standards Interpretation 34-1 that provides that an individual may not serve as a peer reviewer if his ability to practice public accounting has been limited or restricted in any way

by a regulatory body beginning on the date he is notified by the regulatory body of the limitation or restriction, until it has been removed. This interpretation will limit his ability to conduct peer reviews upon receipt of this letter. If he has questions about this standard, he can contact the peer review division at prptechnical@aicpa.org or 919-402-4502.

- j. To be prohibited from serving as a member of any ethics or peer review committee of the AICPA and the Utah Association of CPAs until he has completed all directives in this letter. This prohibition will be communicated to those *responsible* for appointments to such committees. In addition, if he applies to join any other committee of the AICPA and the Utah Association of CPAs, he must inform those responsible for such appointments of the results of this ethics investigation. This prohibition shall remain in effect until the ECA determines that the work products he submitted to comply with directives g.iii and/or h.iii, above, if applicable, substantially comply with professional standards.
- k. To be prohibited from teaching continuing professional education courses approved by the AICPA or the state CPA societies in accounting, auditing, and employee benefit plans until he has completed all directives in this letter. This prohibition will be communicated to those responsible for engaging CPE instructors at the AICPA and the Utah Association of CPAs. This prohibition shall remain in effect until the ECA determines that the work products he submitted to comply with directives g.iii and/or h.iii, above, if applicable, substantially comply with professional standards.
- l. That the ECA shall provide a copy of this settlement agreement to the AICPA's Peer Review Division staff, his firm's peer review administering entity, and his firm's peer reviewer.
- m. That the ECA shall publish his name, the name of his firm, the charges, and the terms of this settlement agreement.
- n. That the ECA shall monitor his compliance with the terms of this settlement agreement and initiate an investigation where the ECA finds there has been noncompliance.

EFFECTIVE DATE

This agreement is effective on the latest date shown on the last page of this agreement.

SIGNATURES

I, Stephen Y. Broadhead, CPA, hereby consent and agree to the findings of fact, jurisdiction, terms, and conditions of the settlement agreement.

Signed *S. Y. Broadhead, CPA*
Stephen Y. Broadhead, CPA

 10-8-19
Date

FOR THE ETHICS CHARGING AUTHORITY

Signed *M. S. [Signature]*
For AICPA Professional Ethics Division

 5/30/2019
Date

Signed _____
For Utah Association of CPAs

Date

Signed _____
For AICPA Trial Board Division

Date

SIGNATURES

I, Stephen Y. Broadhead, CPA, hereby consent and agree to the findings of fact, jurisdiction, terms, and conditions of the settlement agreement.

Signed _____
Stephen Y. Broadhead, CPA

Date

FOR THE ETHICS CHARGING AUTHORITY

Signed _____
For AICPA Professional Ethics Division

Date

Signed *Susan (rev) GK*
For Utah Association of CPAs

19-09-19
Date

Signed _____
For AICPA Trial Board Division

Date

Alan J Wilkins CPA

Income Tax, Accounting, Payroll, Peer Review, Small Business Consulting

November 21, 2019

Report on the Firm's Conformity With Professional Standards on Engagements Reviewed

To Stephen Y. Broadhead, CPA and the Peer Review Committee of the Nevada Society of Certified Public Accountants

I have reviewed selected accounting engagements of Stephen Y. Broadhead, CPA (the firm) issued with periods ending during the year ended December 31, 2017. My peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in an Engagement Review as described in the Standards may be found at www.aicpa.org/prsummary.

Firm's Responsibility

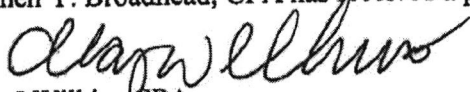
The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

My responsibility is to evaluate whether the engagements submitted for review were performed and reported on in conformity with applicable professional standards in all material respects. An Engagement Review does not include reviewing the firm's system of quality control and compliance therewith and, accordingly, I express no opinion or any form of assurance on that system.

Conclusion

Based on my review, nothing came to my attention that caused me to believe that the engagements submitted for review by Stephen Y. Broadhead, CPA issued with periods ending during the year ended December 31, 2017 were not performed and reported on in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. Stephen Y. Broadhead, CPA has received a peer review rating of pass.



Alan J Wilkins CPA
Review Captain

NVCPA

NEVADA SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS



Peer Review
Program

State and AICPA Peer Review Program administered by the NVCPA for the following states: Idaho, Montana, Nebraska, Nevada, Utah, and Wyoming

January 21, 2020

Stephen Broadhead
Stephen Y. Broadhead, CPA

1861 F. Douglas St.
Salt Lake City, Utah 84111

Dear Stephen Broadhead:

It is my pleasure to notify you that on January 17, 2020, the Nevada Peer Review Committee accepted the report on the most recent Engagement Review of your firm. The due date for your next review is June 30, 2021. This is the date by which all review documents should be completed and submitted to the administering entity.

Should you perform, or become engaged to perform, any engagements under the Statements on Auditing Standards, *Government Auditing Standards*, examination engagements under the Statements on Standards for Attestation Engagements or engagements under the Public Company Accounting Oversight Board (PCAOB) standards that are not subject to PCAOB permanent inspection, you must immediately notify us so we may determine if the firm should have a different due date for a System Review in accordance with the *Standards for Performing and Reporting on Peer Reviews*.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

NVCPA

NEVADA SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS



AICPA[®]

Peer Review
Program

State and AICPA Peer Review Program administered by the NVCPA for the following states: Idaho, Montana, Nebraska, Nevada, Utah, and Wyoming

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Kary Arnold".

Kary Arnold
Finance & Peer Review Program Manager
karnold@nevadacpa.org
(775) 826-6800

Nevada Society of CPAs

cc: Alan Wilkins

Firm Number: 900008682851

Review Number: 572930

**CPAS ON
PROBATION**

5/6/2020

LICENSE TYPE	NAME	PROB START	PROB END	STATUS
C.P.A.	Clark, Cory J.	3/13/2019	3/13/2024	All reports received.
C.P.A.	Jones, Stanford	2/21/2017	2/21/2020	New stipulation. Audit reviews will be due quarterly.
C.P.A.	Springer, Mark	2/5/2019	2/4/2022	Still missing NVCPA Peer Review . Will meet with Board in May if not received.
C.P.A.	Hardy, Grant L.	9/11/2019	3/11/2021	All reports received.
C.P.A.	Child, Douglas W.	10/2/2019	10/2/2021	All reports received.