

OKLAHOMA ACCOUNTANCY BOARD

MINUTES OF REGULAR MEETING

August 16, 2024

The Oklahoma Accountancy Board (OAB) convened in regular session on Friday, August 16, 2024, at Oklahoma Accountancy Board, 201 NW 63rd St; Ste. 210, Oklahoma City, OK 73116. A recording of the meeting is on file in the OAB office. Members present at Call to Order:

Bryan Storms, CPA, Chair
Mark Whitman, CPA, Vice Chair
John Curzon, CPA, Secretary
Rusty Minnix, CPA, Member
Jody Manning, Member
Taylor S. Green, Member

Board staff present at the meeting: Ashley Plyushko, Executive Director; Melanie King, Office Manager; Joseph Wash, Peer Review Coordinator; Mykal Kephart, Technical Assistant; Heather Grable, CPE Coordinator; LaLisa Semrad, Enforcement Coordinator; and Assistant Attorney General Madalynn Martin was also present.

Agenda Item #1a – Call to Order: At approximately 10:00 AM, Chair Storms called the meeting to order.

Agenda Item #1b – Declaration of Quorum: Chair Storms declared a quorum.

Agenda Item #1c – Announcement of Legal Meeting Notice: Executive Director Plyushko confirmed the notice of the meeting was filed with the Secretary of State and the agenda for the meeting was properly posted in compliance with the Open Meeting Act.

Agenda Item #1d – Announcement of Absences and Action, if Necessary, to Determine Whether Absence(s) Were Unavoidable Pursuant to Title 59, Section 15.3(B)(5): Member Sandy Siegfried was absent due to an unavoidable reason.

Agenda Item #2 – Announcement of Visitors: The following visitors were present for the appropriate time: Blaine Peterson CPA, OSCP; Dean Taylor, OSA.

Agenda Item #3 – Public Comment Period: Executive Director Plyushko advised the Board that she had not received any requests for public comment.

Agenda Item #4 – Consent Agenda: The Consent Agenda contained four items for the OAB's consideration: (1) Approve the Minutes of the June 21, 2024, regular meeting of the OAB; (2) Take official notice of the unaudited OAB financial statements for the month ended June 30, 2024; (3) Approve the actions taken by the Executive Director on experience verifications, applications, registrations, and status changes filed since previous meeting; (4) Approve the verification of the administrative posting to the OAB's records and certification of scores for Quarter 2/2024 Examination [January through March 2024].

Motion by Manning that the Board approve the items on the Consent Agenda.
Second by Green.

A roll call vote was taken and recorded as follows:

Green AYE
Manning AYE
Whitman AYE
Storms AYE
Curzon AYE
Minnix AYE

Agenda Item #5 – Discussion and possible action on Administrative Actions and recommendations:

ADMINISTRATIVE CONSENT ORDERS:

RECOMMENDED TO BE APPROVED:

Case No. 2441 – Catherine E. Shrode, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 74 hours short of meeting the 120-hour minimum CPE requirement for compliance period 2021-2023, 18.5 hours short of meeting the 20-hour annual minimum requirement for calendar year 2022, and 16.5 hours short of the same annual requirement for calendar year 2023. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$1,000, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 74 hours of CPE to apply to the shortage within ninety days. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2442 – Jason Cobb, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 2.5 hours short of meeting the 120-hour minimum CPE requirement for compliance period 2020-2022. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 2.5 hours of CPE to apply to the shortage within thirty days. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2444 – Paul A. Hood, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was .5 hour short of meeting the 120-hour minimum CPE requirement for compliance period 2020-2022. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit .5 hour of CPE to apply to the shortage within thirty days. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2445 – Shelley O. Koons, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 2 hours short of meeting the 4-hour minimum ethics CPE requirement for compliance period 2020-2022. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. Respondent has submitted sufficient CPE to apply back to the shortage. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2446 – Kyle J. Johnson, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 2 hours short of meeting the 4-hour minimum ethics CPE requirement for compliance period 2020-2022. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 2 hours of ethics CPE to apply to the shortage within thirty days. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2447 – Kenneth J. McConnell, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 4 hours short of meeting the 4-hour minimum ethics CPE requirement for compliance period 2020-2022. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 4 hours of ethics CPE to apply to the shortage within thirty days. A proven

violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2448 – Gregory Kichler, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 29 hours short of meeting the 120-hour minimum CPE requirement for compliance period 2020-2022 and 20 hours short of meeting the 20-hour minimum annual requirement for calendar year 2022. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 29 hours of CPE to apply to the shortage within sixty days. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2449 – Ashley M. Fogle, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 7.5 hours short of meeting the 120-hour minimum CPE requirement for compliance period 2020-2022. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 7.5 hours of CPE to apply to the shortage within thirty days. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2450 – Jeffrey D. Jones, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 23.5 hours short of meeting the 120-hour minimum CPE requirement for compliance period 2020-2022 and 4 hours short of meeting the 4-hour minimum ethics requirement for that same period. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 23.5 hours of CPE to apply to the shortage within thirty days. Four of those hours must be in ethics. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2451 – Nathan A. Gay, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 4 hours short of meeting the 4-hour minimum ethics CPE requirement for compliance period 2020-2022. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 4 hours of ethics CPE to apply to the shortage within thirty days. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2452 – Ronald M. Geurkink, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 37.5 hours short of meeting the 120-hour minimum CPE requirement for compliance period 2020-2022. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 37.5 hours of CPE to apply to the shortage within sixty days. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2453 – Ibrahim Issa, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was 105 hours short of meeting the 120-hour minimum CPE requirement for compliance period 2019-2021 and 55 hours short of the same requirement for 2020-2022. In addition, Respondent was 3 hours short of meeting the 4-hour minimum ethics requirement for 2019-2021 and short the 20-hour minimum annual requirement for calendar years 2019, 2020, and 2021. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$1,500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit 105 hours of CPE to apply to the shortage within one hundred twenty (120) days. Three of those hours must be in ethics. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2454 – Pamela L. Ford, CPA

This case was opened as a result of a referral from the CPE Coordinator that Respondent was .5 hour short of meeting the 120-hour minimum CPE requirement for compliance period 2020-2022. An Administrative Consent Order was offered by the

Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105, which must be paid within thirty days of the effective date of the order. In addition, Respondent must submit .5 hour of CPE to apply to the shortage within thirty days. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2455 – Kevin L. McGuire, CPA

This case was opened as a result of a referral from the Licensing Coordinator that Respondent reported practicing public accounting for approximately one year without the required permit. In addition, Respondent practiced under a revoked firm. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed fines of \$500 for practicing without a permit and \$1,000 for practicing under a revoked firm, plus costs and attorney fees in the amount of \$105.00, which must be paid within thirty days of the effective date of the order. Respondent must obtain a permit to practice and reinstate the firm or cease doing business under it within thirty days of the effective date of the order. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2456 – David M. Reed, CPA

This case was opened as a result of a referral from the Licensing Coordinator that Respondent reported practicing public accounting for approximately six months without the required permit. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105.00, which must be paid within thirty days of the effective date of the order. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Case No. 2457 – Phillip W. Hrcir, CPA

This case was opened as a result of a referral from the Licensing Coordinator that Respondent reported practicing public accounting for approximately six months without the required permit. An Administrative Consent Order was offered by the Enforcement Committee and accepted by the Respondent whereby Respondent is assessed a fine of \$500, plus costs and attorney fees in the amount of \$105.00, which must be paid within thirty days of the effective date of the order. A proven violation of this ACO, the Act or the Board's Rules authorizes the Board to take such other and further action as the Board may deem appropriate under the Act. The Enforcement Committee recommends the Administrative Consent Order in this case be approved by the Board.

Motion by Green to approve the recommended administrative consent orders.
Second by Manning.

A roll call vote was taken and recorded as follows:

Green AYE
Manning AYE
Whitman AYE
Storms AYE
Curzon AYE
Minnix AYE

RECOMMENDED TO DISMISS:

Case No. 2393 – Revoked CPA

This case was opened after the registrant failed to report the minimum required ethics CPE hours for compliance period 2020-2022. The registrant's certificate has been revoked for failure to register; therefore, the Enforcement Committee recommends that the case be dismissed.

Motion by Curzon to dismiss Case 2393. Second by Minnix.

A roll call vote was taken and recorded as follows:

Green AYE
Manning AYE
Whitman AYE
Storms AYE
Curzon AYE
Minnix AYE

RECOMMENDED TO BE CLOSED:

File No. 2827 – CPA

This enforcement file was opened after the registrant self-reported an arrest and charge for assault and battery. The criminal case has been dismissed; therefore, the Enforcement Committee recommends that the file be closed.

File 2862 – Cancelled CPA

This enforcement file was opened after the registrant failed to report the minimum required CPE hours for compliance period 2020-2022. The registrant's certificate has been cancelled; therefore, the Enforcement Committee recommends that the file be closed.

File 2872 – CPA

This enforcement file was opened after the registrant failed to report the minimum required CPE hours for compliance period 2020-2022. The registrant applied for and was granted an "inactive" CPE exemption for this period; therefore, the Enforcement Committee recommends that the file be closed.

File 2877 – CPA

This enforcement file was opened after the registrant failed to report the minimum required CPE hours for compliance period 2020-2022. In attempting to correcting a CPE deficiency from a prior year, hours were applied to the wrong period. Once the record was fixed, the registrant was back in compliance. The Enforcement Committee recommends that the file be closed.

File 2890 – CPA

This enforcement file was opened after the registrant failed to report the minimum required CPE hours for compliance period 2021-2023. The registrant misreported and supplied documentation of sufficient hours to bring the record back in compliance. Therefore, the Enforcement Committee recommends that the file be closed.

File 2893 – CPA

This enforcement file was opened after the registrant failed to report the minimum required CPE hours for compliance period 2020-2022. The registrant misreported and supplied documentation of sufficient hours to bring the record back in compliance. Therefore, the Enforcement Committee recommends that the file be closed.

File 2901 – CPA

This enforcement file was opened after the registrant reported practicing under an unregistered firm. The registrant submitted documentation of the death of registrant's child at the time of the violation. Given the circumstances and the fact that the registrant registered the firm upon notification of the issue, the Enforcement Committee recommends that the file be closed.

File 2903 – CPA Firm

This enforcement file was opened as a result of a referral from the Dept. of Labor which found the registered firm had performed substandard work on an ERISA audit. The firm is no longer performing attestation work and has agreed to notify the Board before entering into an attestation engagement in the future. Therefore, the Enforcement Committee recommends that the file be closed.

File 2906 – CPA Firm

This file was opened as a result of a referral by the PROC that the registrant firm received two consecutive substandard peer reviews. The Enforcement Committee agreed with the remedial actions prescribed by the sponsoring organization and compliance has been confirmed. Therefore, the Enforcement Committee recommends that the file be closed.

File 2937 – CPA

This enforcement file was opened after the registrant failed to report the minimum required CPE hours for compliance period 2020-2022. The registrant misreported and supplied documentation of sufficient hours to bring the record back in compliance. Therefore, the Enforcement Committee recommends that the file be closed.

Motion by Manning to close the recommended investigation files. Second by Curzon.

A roll call vote was taken and recorded as follows:

Green AYE
Manning AYE
Whitman AYE
Storms AYE
Curzon AYE
Minnix AYE

Agenda Item #6 – Discussion and possible action on CPE Audit (2022) – Grable

Audit population 3%; Pass 95%; Fail 2%; Other 3%

Overall audit compliance remains consistent with 95% of registrants submitting valid CPE documentation and passing the CPE audit. This validates most registrants are reporting accurate CPE information and retaining appropriate CPE documentation. Mis-categorization remains an issue but overall does not affect compliance.

Going forward, registrants claiming CPE exemptions will be part of a separate audit, rather than included in the overall CPE audit.

Agenda Item #7 – Discussion and possible action on self-study courses considered for CPE credit as determined by the Board pursuant to OAC 10:15-32-2(c)(2) – Grable

The following is already being accepted in certain situations. Seeking Board approval to make the proposed changes official.

CURRENT

10:15-32-2. (a) Standards for CPE Program Sponsors CPE program sponsors are responsible for compliance with all applicable standards and other CPE requirements.

(b) CPE program sponsors may have to meet specific CPE requirements of state licensing bodies, other governmental entities, membership associations, and/or other professional organizations or bodies. Professional guidance for CPE program sponsors is available from the AICPA and NASBA; state-specific guidance is available from the state boards of accountancy. CPE program sponsors should contact the appropriate entity to determine requirements.

(c) Self-study courses considered for CPE credit must be: (1) offered by sponsors registered with NASBA; or (2) courses offered by the AICPA or other such organizations as determined by the Board.

PROPOSED

We request the following to be deemed qualifying self-study CPE organizations as determined by the Board. Participants must provide proof of learning activity such as, a CPE certificate of completion, learning transcript, non-standard learning form, or official documentation from the administering entity.

1. State Bar Associations (continuing legal education)
2. Federal or state government agencies (OSBI, FBI, SAI, etc.)
3. Nationally recognized professional accounting or industry specific societies, organizations, or associations (SHRM, ACFE, IAIP, etc.)
4. Employer sponsored educational and training programs
5. Other organizations upon CPE committee

Motion by Manning to approve the proposed policy. Second by Curzon.

A roll call vote was taken and recorded as follows:

Green AYE

Manning AYE

Whitman AYE

Storms AYE

Curzon AYE

Minnix AYE

Agenda Item #8 – Discussion and possible action on updates to the OAB Peer Review Oversight Committee (PROC) Operating Statement – Wash

References to Kansas and South Dakota were removed from the report; Clarified the definition of the acceptance process to be more in line with PROC rules; Updated the Oklahoma Administrative Code citation for referring subsequent substandard reports to the enforcement committee.

Motion by Curzon to approve the proposed updated PROC Operating Statement. Second by Green.

A roll call vote was taken and recorded as follows:

Green AYE

Manning AYE

Whitman AYE

Storms AYE

Curzon AYE

Minnix AYE

Agenda Item #9 – Discussion and possible action on OAB PROC Quarterly reports (2024/Quarters 1 and 2) – Wash

Wash explained there was a low number of reports and no substandard reports due to a change in the PROC process. With the new process, PROC will review reports after the final letter of completion is received.

One PROC position was vacant during the reporting period; however, the position has been filled by Jayna Johnson moving forward.

Agenda Item #10 – Discussion and possible action on fiscal year 2025 Master Service Agreement between the OK Office of Management and Enterprise Services and the OK Accountancy Board – Plyushko

No questions on the matter. This is the annual IT and payroll services agreements.

Motion by Minnix to accept the Master Service Agreement with OMES.
Second by Green.

A roll call vote was taken and recorded as follows:

Green AYE
Manning AYE
Whitman AYE
Storms AYE
Curzon AYE
Minnix AYE

Agenda Item #11 – Discussion and possible action on OK Accountancy Board's Strategic Plan – Plyushko

Executive Director Plyushko summarized key points for discussion.

- Curzon and Whitman question(ed) if the future objectives are measurable and attainable. Plyushko assured that they are.
- Whitman requested changing the projection from a five-year plan to an annual plan over the course of five years, making it more realistic.
- Green and Storms want to see more outreach for potential candidates.

Executive Director Plyushko states she will take the feedback and bring back a new copy for the September 2024 board meeting.

Agenda Item #12 – Discussion and possible action to select voting representative and alternate for NASBA's 117th Annual Meeting (October 27-30, 2024)

No questions or objections.

Motion by Manning to accept Storms as the Representative and Whitman as the Alternate voting representative at the NASBA 117th Annual Meeting. Second by Curzon.

A roll call vote was taken and recorded as follows:

Green AYE
Manning AYE
Whitman AYE
Storms AYE
Curzon AYE
Minnix AYE

Agenda Item #13 – Discussion and possible action on report from the Executive Director – Plyushko

GENERAL OFFICE UPDATES:

- Introduction of Mykal Kephart, the new Technical Assistant. She is assisting the Licensing, Enforcement and Exam departments.
- Crawford and Associates has sent financial reports and backup documentation to the auditor.
- Closed Annual Survey and had lower interaction this time. Considering sending at a different time next year.
 - Many CPAs report their knowledge of Board rules and statutes as poor. Executive Director Plyushko states staff is considering doing a webinar to provide education on these items.

Agenda Item #14 – New business which could not have been reasonably foreseen prior to posting of the meeting agenda, per 25 O.S. § 311(A)(10)#14

No new business.

Agenda Item #15 – Discussion and possible action on report from the Chair – Storms

We welcome our newest board member, Rusty Minnix.

- Announce date and location of the next meeting – 10:00 a.m., Friday, September 20, 2024, at the Oklahoma Accountancy Board

Adjourn:

There being no further business to come before the Board, Chair Siegfried adjourned the meeting.

Meeting was adjourned at approximately 10:47am.



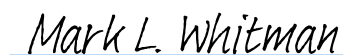
Bryan Storms (Dec 4, 2024 13:26 CST)

Bryan Storms, Chair

Dec 4, 2024

Date

ATTEST:



Mark L. Whitman (Dec 16, 2024 12:15 CST)

Mark Whitman, Secretary

Dec 16, 2024

Date