



**DEPARTMENT OF CONSUMER AFFAIRS**  
CALIFORNIA BOARD OF ACCOUNTANCY  
2000 EVERGREEN STREET, SUITE 250  
SACRAMENTO, CA 95815-3832  
TELEPHONE: (916) 263-3680  
FACSIMILE: (916) 263-3675  
WEB ADDRESS: <http://www.cba.ca.gov>



**CALIFORNIA BOARD OF ACCOUNTANCY (CBA)  
PEER REVIEW OVERSIGHT COMMITTEE (PROC)**

**PROC MEETING  
NOTICE & AGENDA**

**Friday, January 31, 2014  
10:00 a.m. – 1:00 p.m.**

Doubletree by Hilton Berkeley Marina  
200 Marina Boulevard  
Berkeley, California 94710  
(510) 548-7920

**PROC Purpose Statement**

*To provide recommendations to the CBA on any matter upon which it is authorized to act to ensure the effectiveness of mandatory peer review.*

- I. Roll Call and Call to Order (**Nancy Corrigan, Chair**).
- II. Report of the Committee Chair (**Nancy Corrigan**).
  - A. Approval of the November 1, 2013 PROC Minutes.
  - B. Report on the November 21-22, 2013 CBA Meeting.
  - C. Report on the January 23-24, 2014 CBA Meeting.
- III. Report on PROC Activities (**Nancy Corrigan**).
  - A. Assignment of Future PROC Activities.
  - B. Report on January 22, 2014 California Society of Certified Public Accountants (CalCPA) Report Acceptance Body Meeting.
  - C. Report on November 21-22, 2013 CalCPA's Peer Review Committee Meeting.
  - D. Report on PROC Oversight of the American Institute of Certified Public Accountants (AICPA) Oversight Report of Out-of-State Administering Entities (Nevada, Texas, Oregon and New York).
- IV. Reports and Status of Peer Review Program (**April Freeman, CBA Staff**).
  - A. Updates on Peer Review Reporting Forms Received and Correspondence to Licensees.
  - B. Status of PROC Roles and Responsibilities Activity Tracking.

**Break.**

- V. Report of the Enforcement Chief (**Rafael Ixta, Enforcement Chief**).
  - A. Approval of the 2013 Annual Report to the CBA.
  - B. Discussion of the AICPA's Annual Report on Oversight Regarding the Peer Review Program, issued September 27, 2013.
  - C. Discussion of the Report on the Administrative Oversight Visit to the NPRC, dated November 8, 2012.
  - D. Discussion of CBA Communication to New Licensees Regarding Peer Review Requirements.
- VI. Future Agenda Items (**April Freeman**).
- VII. Public Comment for Items Not on the Agenda.
- VIII. Adjournment.

Please note: Action may be taken on any item on the agenda. All times are approximate. In accordance with the Bagley-Keene Open Meetings Act, all meetings of the PROC are open to the public. Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the PROC prior to the PROC taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the PROC, but the PROC Chair may, at his or her discretion, apportion available time among those who wish to speak. Individuals may appear before the PROC to discuss items not on the agenda; however, the PROC can neither discuss nor take official action on these items at the time of the same meeting. (Government Code sections 11125, 11125.7(a).) CBA members who are not members of the PROC may be attending the meeting. However, if a majority of members of the full board are present at the PROC meeting, members who are not members of the PROC may attend the meeting only as observers.

The meeting is accessible to individuals with physical disabilities. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting April Freeman at (916) 561-1720, or by email at [afreeman@cba.ca.gov](mailto:afreeman@cba.ca.gov), or send a written request to the CBA office at 2000 Evergreen Street, Suite 250, Sacramento, CA 95815. Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

For further information regarding this meeting, please contact:

April Freeman, Peer Review Analyst  
(916) 561-1720 or [afreeman@cba.ca.gov](mailto:afreeman@cba.ca.gov)  
California Board of Accountancy  
2000 Evergreen Street, Suite 250  
Sacramento, CA 95815

An electronic copy of this agenda can be found at <http://www.dca.ca.gov/cba/calendar.shtml>.