

NEW YORK STATE EDUCATION DEPARTMENT

Peer Review Oversight Committee

NYS Education Department
80 Wolf Road, Albany, NY

Other Locations:

33 Lewis Road, Binghamton, NY 13905
45 Bryant Woods North, Amherst, NY 14228
100 Meridian Center, Suite 200, Rochester NY 14618
100 Jericho Quadrangle, Suite 342, Jericho, NY 11753

May 13, 2025

The following members were present:

David Iles, CPA, Chair (not for quorum)
David Pitcher, CPA
Jesse Wheeler, CPA

Grace G. Singer, CPA, Vice Chair
Andy Neyman, CPA

Others in attendance:

Jennifer Winters, CPA, Executive Secretary, NYS Education Department
Thomas Cordell, Auditor 2, NYS Education Department

Call to Order: On a motion by Mr. Neyman, seconded by Mr. Pitcher, the Committee agreed to move to public session at 9:08 a.m.

Minutes: Based on a motion made by Mr. Pitcher, seconded by Mr. Wheeler, the Committee approved the February 5, 2025, meeting minutes.

PROC Member Update: Ms. Winters reported back that the lead on a new PROC member did not work out. The Committee needs two new members due to Mr. Iles' term ending soon with his last meeting in August 2025. Ms. Singer will contact the Long Island quality review group; however, notes they may have conflicts. Ms. Singer can potentially bring someone from her old firm, come the end of June, Citrin Cooperman & Company LLP. Mr. Pitcher will ask around at the Rochester chapter meeting coming up later this month. Mr. Pitcher informed the Committee that he plans to retire from his current firm in June 2026 and will remain involved to help the firm with litigation. Mr. Iles suggested contacting PICPA and ask for a list of those coming off their PRC and RAB to see if anyone would be interested in joining the PROC.

Future Committee Meetings:

- August 18, 2025, 10:00 a.m. – 80 Wolf Rd, Albany
- November 17, 2025, 9:00 a.m. – Video Conference
- February 4, 2026, 9:00 a.m. – Video Conference

Annual Report: The Committee plans to finalize the annual report via SharePoint due to the timing of the Board meeting. Ms. Winters will present the report to the Board as Mr. Iles will be attending the AICPA Peer Review Conference. The following edits were discussed:

- Mr. Iles will work on the message from the Committee.
- In the meetings and accomplishment section:

- Letter “c” will be struck out as we did not receive the reports. This will be replaced with ASB findings on Peer Reviews.
- Letter “d” will change since we only had two RAB and no PRC oversights in 2024. However, we will state that a PRC is scheduled for early 2025.
- Letter “f” will be removed and replaced with Ms. Winters’ presentation to Executive Directors on the PROC procedures.
- Letter “i” will be added in with the number of referrals sent to OPD in 2024 on behalf of the PROC.
- Letter “l” will be added in with issues regarding the discrepancies with FSBA that were reviewed, including the terminated firms there were not showing as terminated in FSBA.
- The recommendations and conclusion will be left the same.

AICPA Peer Review Board Open Meetings: February 12th – The meeting was not too long and covered the survey given out to the firms. There was also a checklist for financial disclosure changes.

Future AICPA Peer Review Committee Open Meetings: Ms. Winters and Mr. Cordell will attend the meetings in 2025: May 14th, September 10th, and November 11th or 12th.

NASBA’s Peer Review Compliance Committee - Deficient Reports and Monitoring Guidance: This guidance came out with the best practices for PROCs and Boards to consider for peer review monitoring. NYS does most of these steps already, with the exception of the discipline that is outside the Board Office’s purview.

AICPA – FSBA Peer Review Support Request: Ms. Winters noted there was a system outage.

Peer Review AE Oversight Reports: This will be prepared for the upcoming August meeting and will focus on surrounding states such as CT, NJ, NRPC, MA, NEPR, and PICPA.

Website Changes – FAQ #18 on change to system of quality control to system of quality management: The FAQ was posted from the last PROC meeting to the website. However, it will most likely have to be modified again once the regulations are implemented. This item will be revisited at the November PROC meeting.

Commissioner’s Regulation – Section 70.10: Ms. Winters noted that the revisions to the regulations were not included in the packet. They were presented to the Board of Regents at their April meeting and are anticipated to be adopted in September.

PICPA Oversight: The following members committed to oversight of the RAB and PRCs. Ms. Singer will attend a RAB on September 9th; Mr. Wheeler will attend a PRC on September 23rd; and Mr. Neyman will attend a RAB on November 13th.

New Business: NA

Public Session: On a motion by Mr. Neyman and seconded by Mr. Pitcher, the Committee voted in favor of adjourning the public session at 10:03 a.m.

Executive Session: On a motion by Mr. Wheeler and seconded by Mr. Neyman, the Committee voted to enter executive session at 10:10 a.m.

On a motion by Ms. Singer and seconded by Mr. Wheeler, the Committee unanimously agreed to close executive session and end the meeting at 11:28 a.m.

Respectfully submitted,

Jennifer Winters, CPA
Executive Secretary