

**BOARD OF PUBLIC ACCOUNTANCY  
PEER REVIEW OVERSIGHT COMMITTEE ("PROC") MEETING**

Professional and Vocational Licensing Division  
Department of Commerce and Consumer Affairs  
State of Hawaii

MINUTES

Date: Thursday, May 5, 2016

Time: 2:03 p.m.

Place: Princess Likelike Conference Room  
King Kalakaua Building  
335 Merchant Street, 3<sup>rd</sup> Floor  
Honolulu, Hawaii 96813

Present: Dwayne Takeno, CPA, Chairperson  
Wilcox Choy, CPA, Member  
Laureen M. Kai, Executive Officer  
Lori Nishimura, Secretary

Excused: Gordon Ciano, CPA, Member  
Rodney J. Tam, Deputy Attorney General

Guests: Nelson K.M. Lau, CPA, Member, Investigative  
Committee on Peer Review ("ICPR")  
Darryl Komo, CPA, Member, ICPR

Agenda: The agenda for this meeting was filed with the Office  
of the Lieutenant Governor, as required by Hawaii  
Revised Statutes ("HRS") section 92-7(b).

Call to Order: There being a quorum present, the meeting was  
called to order at 2:03 p.m. by Chairperson Takeno.

Additions/  
Revisions to  
Agenda: None.

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Request from the Board of Public Accountancy to Perform an Assessment of the Process to Conduct an Attestation Engagement in Order to Issue a Hawaii Supplement to the Peer Review:

As reiterated in previous PROC meeting minutes, at the Board of Public Accountancy's ("Board") February 5, 2016 meeting, the Board requested that the PROC assist the Board in a review of the peer review process with respect to the Hawaii Supplement to the Peer Review, and to provide comments and guidance as the PROC members may have pertinent peer review experience. The PROC held a meeting on February 25, 2016 and on April 28, 2016 to discuss/develop illustrative attestation procedures to be performed for firms that are required to submit the Hawaii Supplement to the Peer Review in accordance with HRS section 466-36.

Discussion ensued on Chairperson Takeno's draft, which has been disseminated to all PROC members as well as the ICPR members. Revisions such as inserting "State of Hawaii" before referencing the Board of Public Accountancy, as well as consistency in past tense verbiage was taken into consideration.

After discussion, it was moved by Mr. Choy, seconded by Chairperson Takeno, and unanimously carried to approve the draft with suggested changes and to report and provide the amended draft to the Board at the Board's scheduled May 6, 2016 meeting.

Open Forum:

None.

Next PROC Meeting:

To Be Announced.

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Adjournment:                    There being no further discussion, the meeting  
adjourned at 2:27 p.m.

Taken and recorded by:

/s/ Lori Nishimura

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Lori Nishimura, Secretary

Reviewed and accepted by:

/s/ Charlene Tamanaha

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for Laureen M. Kai, Executive Officer

LMK:ln

05/25/16

[ X] Minutes approved as is.

[   ] Minutes approved with changes. See minutes of \_\_\_\_\_.