



# Oklahoma Accountancy Board

**Strategic Plan FY 2023-28**

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# Agency Introduction

The Oklahoma Accountancy Board per O.S. Title 59, Sections 15.1 through 15.38, also known as the Oklahoma Accountancy Act (OAA) is responsible for determining whether individuals meet all statutory requirements to become certified public accountants and public accountants. After the individuals have met the eligibility requirements, the individuals must pass the examination in accordance with national standards. Upon successful completion of the examination, the individuals must then meet the requirements for certification and/or licensure by documenting their experience and passing a comprehensive ethics course. After the individuals become certified or licensed, the Board continues to monitor their professional careers through continuing professional education, which includes an ethics course and peer review program. The Board also makes presentations in its efforts to provide awareness to members of the public, accounting students, candidates for examination and registrants of the Board through its Outreach Program.

Founded in 1917, the Board encompasses the division of Licensing and Regulation of the Accounting Industry. The Oklahoma Accountancy Board was recreated by the Legislature in 1992 in accordance with the Oklahoma Sunset Law to administer the provisions of the Oklahoma Accountancy Act for the protection of the public.

The OAB is composed of five certified public accountants and one public accountant who serve for five-year terms and one member who represents the public and serves coterminous with the Governor. All members are appointed by the Governor and confirmed by the Senate, and are responsible for promulgating rules of general application, setting forth guidelines for agency operations and governing the professional practices of the registrants. The OAB uses a committee structure to assist in the performance of its duties. The committees generally include two to three Board members. At times, non-Board CPAs or other professionals are also appointed for their expertise in relevant areas. All committee members are appointed by the presiding officer of the OAB. The committees do not have binding authority but make recommendations to the full Board for consideration and approval.



# Agency Vision, Mission, and Values

**Vision:** To be a premier regulatory agency that provides exemplary consumer protection and customer service, fosters high ethical standards, promotes continuous quality in the practice of public accountancy, operating with maximum efficiency through the effective use of technology and the implementation of best business practices.

**Mission:** To safeguard the public welfare by prescribing the qualifications, monitoring the annual reporting requirements and regulating the professional conduct of individual registrants in public practice and firms authorized to engage in the practice of public accounting in the state of Oklahoma.

## Core Values:

- **Integrity-** It is the personal responsibility of the OAB and staff to maintain the highest possible ethical standards.
- **Quality-** The OAB is committed to improving the delivery of services to the public and to practitioners, maintaining accuracy and thoroughness while consistently applying appropriate rules and laws.
- **Accountability-** The OAB and staff accept responsibility for their actions and decisions and are committed to providing accurate, clear, timely and consistent information to the public and to practitioners.
- **Flexibility and Innovation-** The OAB will be forward-thinking, anticipate risks, and respond to rapidly emerging issues with its flexible and innovative programs and operations.
- **Effectiveness and Efficiency-** The OAB recognizes it is primarily supported by fees from registrants and understands its responsibility to manage resources effectively and efficiently.
- **Teamwork-** The OAB will maintain a team of outstanding, highly qualified, experienced professionals, who are expected to collaborate in a work environment based upon cooperation and trust.





## Section I: Agency Environment

- Groups served by the agency
- Expected changes in service
- Expenditures, Budget & FTE
  - Total
  - Labor Spending
- Appropriations

# Groups of People Served by the Agency

	Group Served	Services Received	Estimated Changes in Group Served (within next 5 years)
1	Exam Candidates	Qualifying and facilitating exam candidates to test for the CPA exam	There are approximately 1,100 exam candidates.
2	CPAs/PAs	Current CPAs and PAs	There are approximately 11,000 active registrants.
3	Public Accounting Firms	CPA firms	There are approximately 1,100 CPA firms.
4	Citizens/Public	Public protection	Continuous peer review and other methods of public protection.



# Analysis of Expected Changes in Services

	<b>Reason for Change in Services</b> (Statute Name & Statute Reference or Brief Description of Circumstance)	<b>Service Changes Expected</b> (Briefly describe expected changes to services and how it will impact citizens/customers and the agency.)
	New CPA Exam in 2024	The new CPA Exam will incorporate technology into the exam. The OAB will need to change its statutes to accommodate this new version of the Uniform CPA Examination.



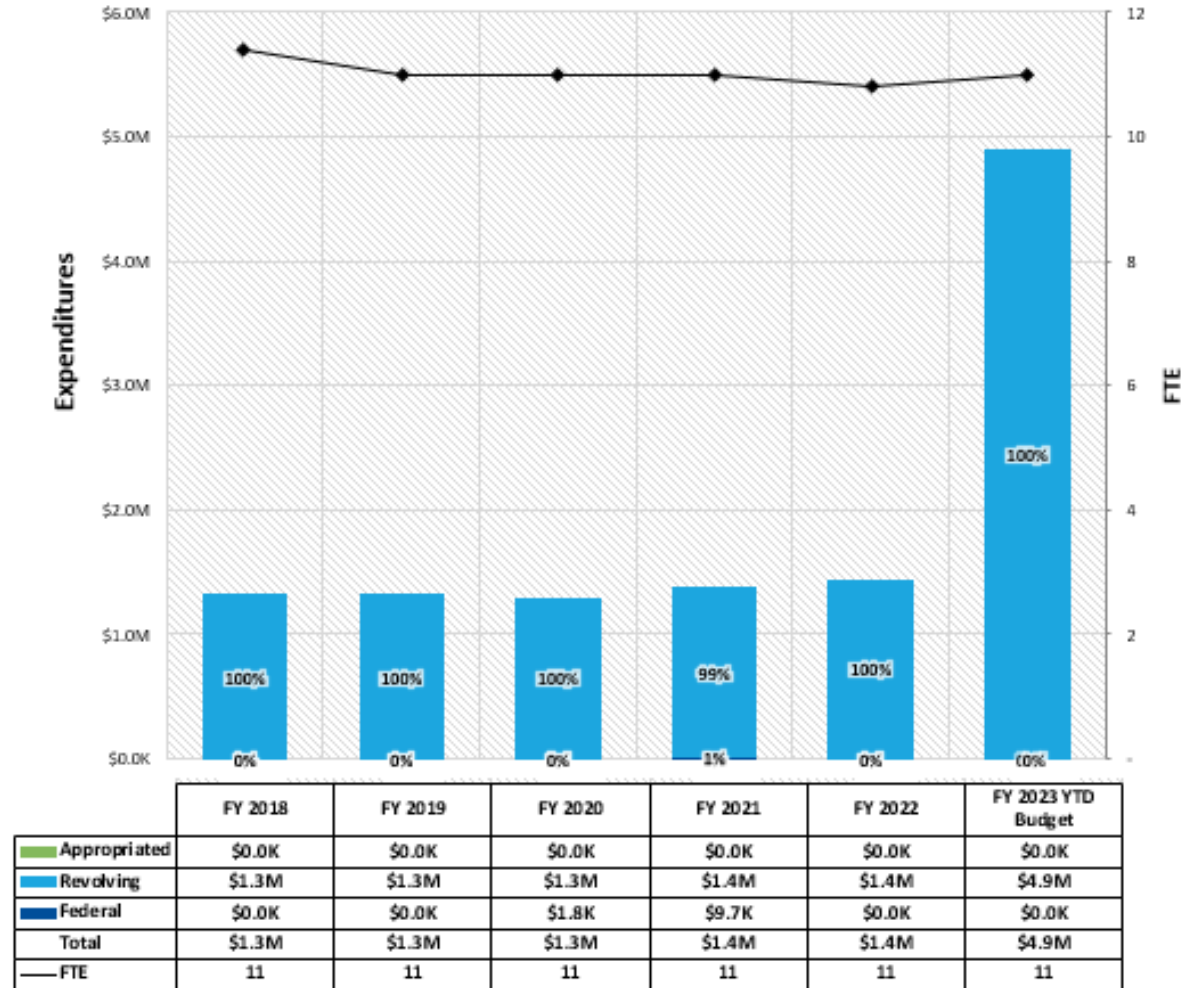
# Total Historic Actual Expenditures (FY 2018-22) and Current Year Budget (FY 2023)

## Explanation of Significant Changes and Trends

The significant increase in the FY23 budget compared to FY18-FY22 actuals is due to a large budgeted amount in professional services for a potential SEC investigation through the Oklahoma Accountancy Board's enforcement department. Because of the potential workload caused by this type of investigation, OAB would have to contract with outside counsel to represent our interest with the Attorney General's approval. OAB would also have to retain specialized out-of-state investigators for the investigation.

Also, OAB implemented the new Thentia licensing system in FY21. Customization of the new system is still taking place and therefore the IT budget is substantial.

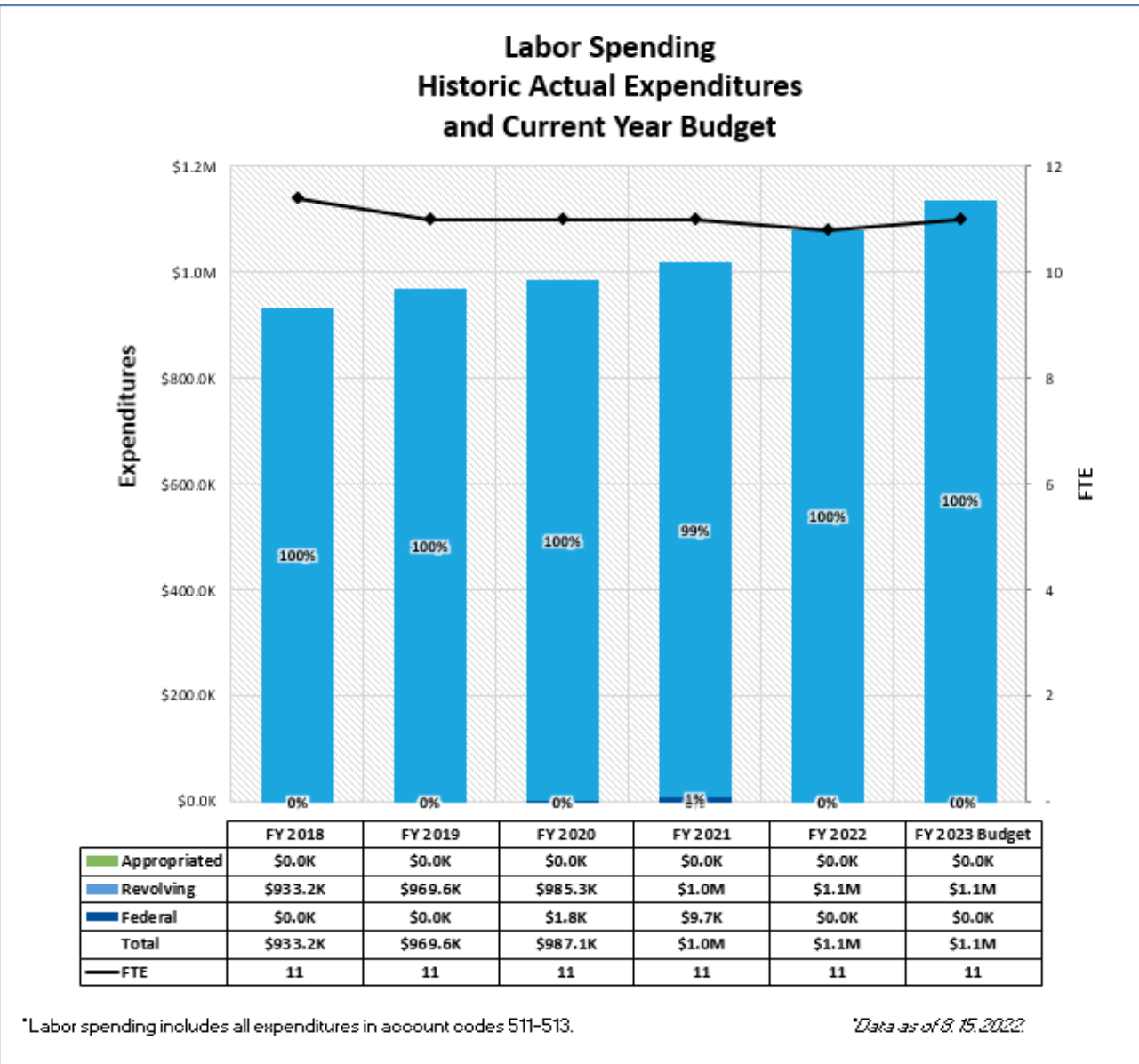
Historic Total Actual Expenditures and Current Year Budget



# Labor Spend Historic Actual Expenditures (FY 2018-22) and Current Year Budget (FY 2023)

## Explanation of Significant Changes and Trends

The Oklahoma Accountancy Board has not had any significant changes in its labor FTE. Performance based salary adjustments are budgeted each year for staff as well as longevity increases. With those adjustments and longevity payments, it also increases taxes and retirement expenditures.



\*Labor spending includes all expenditures in account codes 511-513.

\*Data as of 8.15.2022.

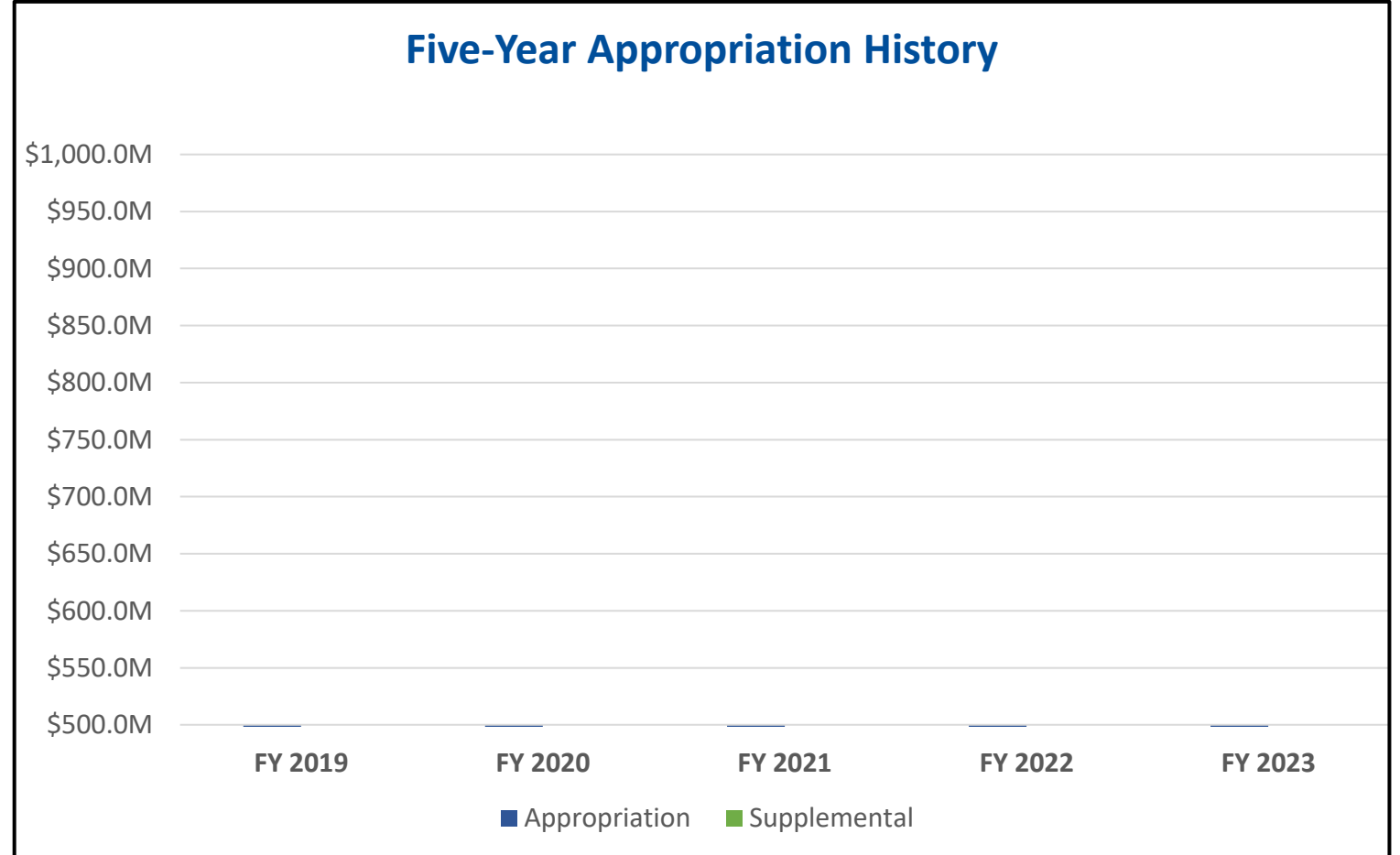


Full-time Equivalents (FTE) are a calculation based on payroll data, not a headcount. FTE calculations compare staffing levels across agencies.



# Appropriation History

Fiscal Year	Legislated Appropriation (\$) <i>(Include supplemental if applicable.)</i>
FY 2019	\$0
FY 2020	\$0
FY 2021	\$0
FY 2022	\$0
FY 2023	\$0



## Section II: Strategic Plan



- **Resource analysis**
  - Financials
  - Staffing
  - Savings & Efficiencies
- **Goals & strategies**
  - Goals & strategies
  - Key Performance Metrics
  - Type of Funding

# Financial Resource Analysis

Carryover	FY 2019	FY 2020	FY 2021	FY 2022
Total appropriated carryover amount expended (\$)	\$0	\$0	\$0	\$0

Historical Cash Balances	FY 2019	FY 2020	FY 2021	FY 2022
Year End Revolving Fund Cash Balances <i>(All Revolving Funds)</i>	\$2,834,669	\$3,073,088	\$3,251,189	\$3,419,579

Revolving Class Fund # <i>(Unrestricted only)</i>	Revolving Class Fund Name <i>(Unrestricted only)</i>	Current cash balance (\$)
20000	Accountancy Fund	\$3,436,778
	<b>Total Current Unrestricted Revolving Fund Cash balance:</b>	\$3,436,778



*Unrestricted funds are those that are not limited by state or federal law, rule, regulation, other legally binding method, or donor restriction.*

# Staffing Trend Analysis

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Total Budgeted Positions / PINs (#)	11	11	11	11	11
Budgeted Vacant PINs (#)	0	0	0	0	0
Budgeted Vacant PINs (\$)	0	0	0	0	0
Budgeted PINs over 6 months Vacant (#)	N/A	N/A	N/A	N/A	N/A
Budgeted PINs over 6 months Vacant (\$)	N/A	N/A	N/A	N/A	N/A
Headcount* (as of 6/30)	11	11	11	11	N/A
Turnover Rate* (%)	9%	9%	0%	20%	N/A



\*Headcount and Turnover Rate data provided by OMES HCM.

# Savings & Efficiencies (Current or Planned)

Savings or Efficiency Name	Brief description of how savings were achieved	Savings in Unit of Measurement	FY 2022 (Actual \$ Savings)	FY 2023 (Projected \$ Savings)	FY 2024 (Projected \$ Savings)
<b>Scanning Project</b>	<i>OAB is in the process of scanning its historical documents in order to eliminate use of a storage facility.</i>	<i>280 Square Feet</i>	\$0	\$0	\$1,824/Year
<b>Auto Renewal Project</b>	OAB is in the process of creating an auto renewal process within Thentia licensing system in order to eliminate the need for 100% review of annual registrations.	Hours	\$0	65 Hours/Year	129 Hours/Year

*Note: Examples of units of measurement include square footage, headcount (employees or contractors), overtime hours reduced, processing time in hours, days, etc. For example, “42 minutes per transaction,” “20,000 square feet in office space,” or “580 overtime hours reduced in the first year.”*



# Agency Goals and Key Performance Metrics

Goal		Metric	FY 21 Actuals	FY 22 Actuals	FY 23 Target	FY 28 Target
1	ENFORCEMENT	Maintain a level of 5% or less for people who certificates lapsed after their renewal period.	2.0%	5.7%	5.0%	5.0%
2	CUSTOMER SERVICE	Maintain at least 95% customer satisfaction with OAB online registration services.	97%	96%	95%	95%
3	OUTREACH	Increase social media participation by at least 20% based on a level of 737 Facebook followers	1,046	1,104	1,325	3,297
4	ORGANIZATIONAL STRUCTURE	Number of forms processed systemically is greater than prior year until 95% is reached.	90%	93%	95%	95%
5	TECHNOLOGY	100% of OAB services and applications available online.	100%	100%	100%	100%



# (1) 5-year Goal Name

Brief description of major agency goal

The OAB plans to implement the tools necessary for the new CPA exam coming in 2024.

Brief description of strategy to achieve the goal

We will adjust software to be compatible with change

The OAB will pass legislation in order to implement the new exam requirements, as well as coordinate with the Thentia licensing system and the National Association of the State Boards of Accountancy (NASBA) to carry out the necessary computer programming for candidates to sit for the CPA exam.

Indicator or Metric to measure goal progress

Meeting deadlines for the rule making progress in order for the rules to be implemented by 2024. Also, attending and facilitating meetings for progress reports with Thentia and NASBA on the status of the changes in the Thentia licensing system.

Type of \$ Resource to be Used

The cost of the modifications to the licensing system will not be supplied until beginning of FY24. The money will come from the Accountancy Board revolving fund.

