

STATE OF MINNESOTA  
BOARD OF ACCOUNTANCY

In the Matter of  
Gwizdala & Associates, Inc.  
RAP Firm Permit No. 01659

STIPULATION AND  
CONSENT ORDER  
Board File 2013-023

The Minnesota Board of Accountancy ("Board") is authorized pursuant to Minnesota Statutes section 214.10 (2012); Minnesota Statutes section 326A.02, subdivisions 4 and 6 (2012); and Minnesota Statutes section 326A.08 (2012) to review complaints against registered accounting practitioners and to take disciplinary action whenever appropriate.

The Board received information concerning Gwizdala & Associates, Inc., 4519 Allendale Drive, White Bear Lake, Minnesota 55127 ("Respondent"). The Board's Complaint Committee ("Committee") reviewed that information.

It is hereby stipulated and agreed by Respondent and the Committee that without trial or adjudication of any issue of fact or law and without any evidence or admission by any party with respect to any such issue:

1. For the purpose of this Stipulation, Respondent waives all procedures and proceedings before the Board to which Respondent may be entitled under the United States and Minnesota constitution, statutes, or the rules of the Board, including the right to dispute the allegations against Respondent and to dispute the appropriateness of discipline in a contested case hearing pursuant to Minnesota Statutes Chapter 14 (2012), and to dispute any civil penalty imposed by this Stipulation. Respondent agrees that upon the *ex parte* application of the Committee, without notice to or appearance by Respondent, the Board may order the remedy specified in paragraph 7 below. Respondent waives the right to any judicial review of the order by appeal, by writ of certiorari, petition for review, or otherwise.

2. This Stipulation shall constitute the entire record of the proceedings herein upon which the Consent Order is based. All documents in the Board's files shall maintain the data classification to which they are entitled under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (2012). They shall not, to the extent they are not already public documents, become public merely because they are referenced herein.

3. In the event the Board in its discretion does not approve this Stipulation or a lesser remedy than specified herein, this Stipulation and Consent Order shall be null and void and shall not be used for any purpose by either party. If this Stipulation is not approved and a contested case hearing is initiated by the Committee pursuant to Minnesota Statutes Chapter 14 (2012), Respondent agrees not to object to the Board's initiation of the hearing and it hearing the case on the basis that the Board has become disqualified because of its review and consideration of this Stipulation or of any records relating hereto.

#### FACTS

4. This Stipulation is based upon the following facts. Respondent admits the facts referred to below and grants that the Board may, for the purpose of reviewing the record in paragraph 2 above, consider the following as true without prejudice to the Respondent in any current or future proceeding of the Board with regard to these or other allegations:

a. The Board issued a Registered Accounting Practitioner firm permit to Respondent on January 9, 2009; Respondent currently holds an active Registered Accounting Practitioner firm permit from the Board. Respondent is subject to the jurisdiction of the Board with respect to the matters referred to in this Stipulation.

b. A review of Respondent's accounting engagements for the period ended December 31, 2010 resulted in a peer review rating of fail.

c. It is alleged that Respondent failed to comply with the applicable quality review requirements as set out in Minnesota statutes and rules.

5. Respondent admits that the facts and conduct specified in paragraph 4 above constitute violations of Minnesota Statutes Chapter 326A (2012) and Minnesota Rules Chapter 1105 (2011), specifically Minnesota Statutes sections 326A.04, subdivision 10, 326A.05, subdivision 8 (a), 326A.08, subdivision 5 (a)(1) (2012) and Minnesota Rules Part 1105.5600, subpart 1.C (6) and 1.C (7) (2011), and are sufficient grounds for the remedy specified in paragraph 7 below, and that proof at hearing of any one or more of the allegations set forth would empower the Board to take disciplinary action against Respondent's certificate.

6. This Stipulation shall not in any way or manner limit or affect the authority of the Board to proceed against Respondent by initiating a contested case hearing or by other appropriate means on the basis of any act, conduct, or admission of Respondent justifying disciplinary action which occurred before or after the date of this Stipulation and that is not directly related to the specific facts and circumstances set forth herein.

#### REMEDY

7. Upon this Stipulation and record, as set forth in paragraphs 2 and 4 above, and without any further notice of proceedings, the Committee and Respondent agree that the Board may, in its discretion, issue an order to Respondent requiring compliance with the following:

a. Respondent shall pay to the Board a **CIVIL PENALTY** of One Thousand Dollars (\$1,000.00). Respondent shall submit a Civil Penalty of One Thousand

Dollars (\$1,000.00) by cashier's check or money order to the Board within sixty (60) days of the Board's approval of this Stipulation and Order.

b. Respondent shall engage, at Respondent's expense, an outside party acceptable to the Board to perform a pre-issuance review of the next compilation engagement issued subsequent to Respondent's most recent peer review. Respondent shall provide the Board with a copy of the report issued as a result of that review within thirty (30) days, but no later than December 31, 2013.

c. Respondent shall submit evidence of remediation of the deficiencies found during the peer review of Respondent's accounting engagements for the period ended December 31, 2010 to the Board office by December 31, 2013.

8. Violations of this Stipulation and Consent Order shall be considered a violation of Minnesota Statutes section 326A.08, subdivision 5 (a) (1) and (2) (2012). If Respondent violates this Stipulation and Consent Order, the Board may impose additional discipline pursuant to the following procedure:

a. The Complaint Committee shall schedule a hearing before the Board. At least thirty (30) days prior to the hearing, the Committee shall mail Respondent a notice of the violation alleged by the Committee and of the time and place of the hearing. Service of notice on Respondent is complete upon mailing the notice to Respondent's last known address. Within fourteen (14) days after the notice is mailed, Respondent shall submit a response to the allegations. If Respondent does not submit a timely response to the Board, the allegations may be deemed admitted.

b. At the hearing before the Board, the Committee and Respondent may submit affidavits made on personal knowledge and argument based on the record in support of their positions. The Committee may submit affidavits responding to any affidavits submitted by Respondent. The evidentiary record before the Board shall be limited to such affidavits and this Stipulation and Consent Order. Respondent waives a hearing before an administrative law judge and waives discovery, cross-examination

of adverse witnesses, and other procedures governing administrative hearings or civil trials.

c. At the hearing, the Board will determine whether to impose additional disciplinary action, which may include additional conditions or limitations on Respondent's practice or suspension or revocation of Respondent's certificate. The Committee shall have the right to attempt to resolve an alleged violation of the Stipulation and Consent Order through the procedures of Minnesota Statutes section 214.10 (2012). Nothing herein shall limit (a) the Committee's right to initiate a proceeding against Respondent pursuant to Minnesota Statutes Chapter 14 (2012), or (b) the Committee's and the Board's right to temporarily suspend Respondent's certificate pursuant to Minnesota Statutes section 326A.08, subdivision 6 (2012), based on a violation of this Stipulation and Consent Order or based on conduct of Respondent before or after the date of this Stipulation which is not specifically referred to in paragraph 4 above.

9. Any appropriate court may, upon application of the Board, enter its decree enforcing the order of the Board.

10. Respondent hereby acknowledges that he has read, understands, and agrees to this Stipulation and Consent Order and is freely and voluntarily signing the Stipulation without threat or promise by the Board or any of its members, employees, or agents. When signing the Stipulation, Respondent acknowledges that he is fully aware that the Stipulation and Consent Order must be approved by the Board. The Board may approve the Stipulation and Consent Order as proposed, approve the order subject to specified change, or reject it. If the changes are unacceptable to Respondent or the Board rejects the Stipulation, it will be of no effect except as specified herein.

11. Under the Minnesota Government Data Practices Act, this Stipulation is classified as public data upon its issuance by the Board. (Minnesota Statutes Chapter

13.41, subdivision 5 (2012)) All documents in the record shall maintain the data classification to which they are entitled under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (2012). They shall not, to the extent they are not already public documents, become public merely because they are referenced herein. A summary of this Order will appear in the Board's newsletter. A summary will also be sent to the national discipline data bank pertaining to the practice of public accounting.

12. This Stipulation contains the entire agreement between the parties. Respondent is not relying on any other agreement or representation of any kind, verbal or otherwise.

13. Respondent is aware that Respondent may choose to be represented by legal counsel in this matter. Respondent knowingly waived legal representation.

14. If approved by the Board, a copy of this Stipulation and Consent Order shall be served personally or by first class mail on Respondent. The Order shall be effective and deemed issued when it is signed by the Board Chair or designee of the Chair.

CONSENT:

RESPONDENT

Gwizdala + Associates Inc. by: Richard A. Gwizdala  
GWIZDALA & ASSOCIATES, INC.

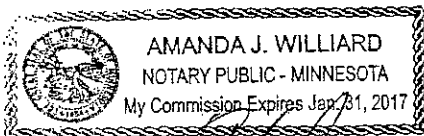
Dated: 8-15, 2013

SUBSCRIBED and sworn to before me on  
this the 15<sup>th</sup> day of August, 2013.

[Signature]  
(Notary Public)

My Commission Expires:

Jan 31, 2017



COMPLAINT COMMITTEE

[Signature]  
ROBERT P. SAUNDERS, CPA  
Chair

Dated: 9-16, 2013

ORDER:

Upon consideration of the foregoing Stipulation and based upon all the files, records and proceedings, herein,

1. IT IS HEREBY ORDERED that all the terms of this Stipulation and Consent Order are adopted and implemented this 16 day of September 2013.

STATE OF MINNESOTA  
BOARD OF ACCOUNTANCY

[Signature]  
KATHLEEN K. MOONEY, CPA  
Chair

AFFIDAVIT OF SERVICE BY MAIL

RE: Gwizdala & Associates, Inc.; Firm Permit Number 01659

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF RAMSEY )

Bev Carey, being first duly sworn, deposes and says:

That at the City of St. Paul, County of Ramsey and State of Minnesota, on this the 17<sup>th</sup> day of September, 2013, she served the attached **Stipulation and Consent Order**, by depositing in the United States mail at said city and state, a true and correct copy thereof, properly enveloped, with prepaid first class postage, and addressed to:

Gwizdala & Associates, Inc.  
Richard Gwizdala  
4519 Allendale Drive  
White Bear Lake, Minnesota 55127

*Bev Carey*  
\_\_\_\_\_  
Bev Carey

Subscribed and sworn to before me on this the 17<sup>th</sup> day of September, 2013.

*Victoria E. Oehrlein*  
(Notary Public)

