



## ALABAMA STATE BOARD OF PUBLIC ACCOUNTANCY

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Montgomery, AL 36104-3807

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Mailing Address  
P.O. Box 300375  
Montgomery, AL 36130-0375

**D. Boyd Busby, CPA**  
Executive Director

September 28, 2021

CERTIFIED MAIL 7018 3090 0002 0156 2583

Ms. Charlotte E. Clayton, PA  
Earleen Clayton PC  
PO Box 549  
Marion, AL 36756

RE: Clayton, Charlotte E., PA  
Certificate No. P679  
Case No. 21CPE-7

Dear Ms. Clayton:

Enclosed is the Final Order by the Alabama State Board of Public Accountancy ("the Board") dated September 16, 2021. The Order fines you \$2,100.00, requires that you be audited for two additional years, and that you complete the NASBA CPT Ethics Training Course within 45 days. Additionally, the Order requires that you resolve all CPE deficiencies for fiscal year ending September 30, 2020, with current year CPE. The CPE used to resolve the 2020 deficiency may not be used for fiscal year 2021 compliance.

The administrative fine of \$2,100.00 and make up CPE are due within 30 days from the Board meeting. Your cashier's check or money order should be made payable to the Alabama State Board of Public Accountancy and mailed to the Board at the address shown above. If you have not already, complete the NASBA Center for Public Trust's Ethical Leadership Training course found at <https://thecpt.org/ethical-leadership-certification-program/>. If you have questions, please contact me at the number shown above.

Sincerely,

D. Boyd Busby, CPA  
Executive Director

DBB/tt

Enclosure

BEFORE THE ALABAMA STATE BOARD OF PUBLIC ACCOUNTANCY

IN THE MATTER OF THE )  
COMPLAINT AGAINST: )  
CHARLOTTE E CLAYTON, PA ) CASE NO. 21CPE-7  
CERTIFICATE NO. P679 )  
RESPONDENT. )

**ORDER**

COMES NOW the Alabama State Board of Public Accountancy ("the Board"), and, following a full and fair hearing before the Board on September 16, 2021, in Montgomery, AL, in the matter of the complaint against CHARLOTTE E CLAYTON, PA, Certificate No. P679, makes the following Findings of Facts and Conclusions of Law in support of this Order.

**FINDINGS OF FACT**

1. Respondent is a Public Accountant in the State of Alabama and was so registered relevant to this complaint.
2. Respondent reported 42 hours of CPE on the respondent's 2020-2021 Registration; however, the documentation submitted verifies completion of 24 hours of CPE.
3. Respondent reported earning 18 hours of CPE for attending a course that the respondent did not attend.
4. Respondent's CPE for the fiscal year ended September 30, 2020 was deficient a total of 16 hours of CPE.

**CONCLUSIONS OF LAW**

The Board finds that the facts as established in the signed Consent Agreement, as presented at the hearing, and outlined above, constitute a violation of Sections 34-1-1, et seq.

Code of Alabama 1975, as follows:

1. Respondent admits she is subject to the provisions of the ALA. CODE (1975) §§ 34-1-1 – 22 and the jurisdiction of the Board.

2. Respondent stipulates that her conduct, as set for in the “Findings of Facts,” constitutes a violation of one or more of the following statutes and administrative rules: ALA. CODE (1975) §§ 34-1-11(c), 34-1-12(a)(11), and 34-1-12(a)(12); and/or ALA. ADMIN. CODE r. 30-X-5-.02 and 30-X-5-.05(1).

3. Respondent stipulates that her failure to fully comply with CPE attendance and/or reporting requirements is a violation of one or more of those statutes and/or rules set forth above and is subject to disciplinary action by the Board.

It is therefore ORDERED, ADJUDGED and DECREED by this Board that the Respondent be fined two thousand and one hundred dollars (\$2,100.00) within 30 days, resolve all CPE deficiencies for fiscal year ending September 30, 2020 with current year CPE within 30 days, and complete the NASBA Center for Public Trust’s Ethical Leadership Training course within 45 days (<https://thecpt.org/ethical-leadership-certification-program/>). The CPE used to resolve the 2020 deficiency may not be used for fiscal year 2021 compliance.

DONE this 16<sup>th</sup> day of September 2021.

ALABAMA STATE BOARD OF PUBLIC ACCOUNTANCY

CONCUR:

MMES. PRINCE AND SHEPPARD-HARRIS  
AND MESSRS. BLACKMON, GRICE, KINTZ,  
AND MADISON

ATTEST:



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D. Boyd Busby, CPA  
Executive Director  
September 28, 2021

BEFORE THE ALABAMA STATE BOARD OF PUBLIC ACCOUNTANCY

IN THE MATTER OF THE	)	
COMPLAINT AGAINST:	)	
CHARLOTTE E CLAYTON, PA	)	CASE NO. 21CPE-7
CERTIFICATE NO. P679	)	
	)	
RESPONDENT.	)	
	)	

**CONSENT AGREEMENT**

Charlotte E. Clayton, an Alabama Public Accountant (hereinafter referred to as "Respondent") hereby stipulates and agrees, subject to approval by the Alabama State Board of Public Accountancy (hereinafter referred to as the "Board"), as follows:

**STIPULATED FACTS**

1. Respondent is a Public Accountant in the State of Alabama and was so registered relevant to this complaint.
2. Respondent reported 42 hours of CPE on the respondent's 2020-2021 Registration; however, the documentation submitted verifies completion of 24 hours of CPE.
3. Respondent reported earning 18 hours of CPE for attending a course that the respondent did not attend.
4. Respondent's CPE for the fiscal year ended September 30, 2020 was deficient a total of 16 hours of CPE.

**STIPULATED CONCLUSIONS OF LAW**

5. Respondent admits she is subject to the provisions of the ALA. CODE (1975) §§ 34-1-1 – 22 and the jurisdiction of the Board.
6. Respondent stipulates that her conduct as set for in the "Stipulated Facts" constitutes a violation of one or more of the following statutes and administrative rules: ALA.

CODE (1975) §§ 34-1-11(c), 34-1-12(a)(11), and 34-1-12(a)(12); and/or ALA. ADMIN. CODE r. 30-X-5-.02, 30-x-5.03(c), and 30-x-5-.05(1).

7. Respondent stipulates that her failure to fully comply with CPE attendance and/or reporting requirements is a violation of one or more of those statutes and/or rules set forth above and is subject to disciplinary action by the Board.

#### **STIPULATED DISPOSITION**

8. Respondent shall refrain from violating the provisions of Title 34, Chapter 1, ALA. CODE (1975).

9. Respondent understands this Consent Order and subsequent Final Order will be a public record, and this information may be placed on the Board's website and in its newsletter.

10. Respondent shall submit to the Board an administrative fine of \$2,100.00 (two thousand and one hundred dollars). The fine is due within 30 days of the Board's acceptance of this agreement.

11. Respondent shall resolve all CPE deficiencies for fiscal year ending September 30, 2020, with current year CPE. CPE used to resolve the 2020 deficiency may not be used for fiscal year 2021 compliance.

12. Respondent shall complete the Ethical Leadership Training Program provided by the National Association of State Board of Accountancy (NASBA) Center for Public Trust with a passing score of 80 within 45 days of the Board's acceptance of this agreement.

13. Respondent understands this Consent Order is subject to the approval of the Board and has no force and effect until a Final Order based upon it is rendered by the Board.

14. Respondent agrees to comply with the terms of this Consent Order and understands failure to comply with the terms of the Consent Order may result in additional charges or discipline.

15. Respondent understands in order to make a decision relative to approving this Consent Order discussions must take place between Board Members, Board Staff and Board Counsel. Respondent understands that the discussion will take place at a regularly scheduled meeting of the Board.

16. Respondent understands she has the right to seek the advice of legal counsel. Respondent also understands she has the right to a formal fact-finding hearing before the Board, to compel the testimony of witnesses, to cross-examine witnesses against her, and to obtain judicial review of the Board's decision in said formal hearing, but expressly waives these rights with execution of this Consent Order and Final Order of the Board.

17. Respondent expressly waives all further procedural steps, and expressly waives all rights to seek judicial review or to otherwise challenge or contest the validity of the Consent Order, the stipulated facts, conclusions of law and imposition of administrative action contained herein, and the Final Order of the Board incorporating said Consent Order.

18. Respondent, for the purpose of avoiding further administrative action with respect to this Cause executes this Consent Order. It is agreed that presentation to and consideration of the Consent Order by the Board requires certain factual information related to this matter be disclosed to the Board members. Should the Consent Order not be accepted by the Board, it is therefore expressly agreed that the reviewing, and consideration of this Consent Order, and the information provided to the Board for their review, shall not unfairly prejudice the Board and shall in no way act to disqualify any Board member from any further participation in this matter through its resolution, including, but not limited to, any contested

hearing on this matter should one be necessary. Likewise, if this Consent Order is not accepted, the Board shall not take into consideration the contents of this Order as evidence of an admission and all stipulations hereinabove are thereby rescinded.

**FOR THE BOARD**

\_\_\_\_\_  
DATE

*Billington M. Garrett*  
BILLINGTON M. GARRETT, Esq.  
General Counsel

**FOR THE RESPONDENT**

9-15-2021  
DATE

*Charlotte E Clayton*  
CHARLOTTE E CLAYTON

\_\_\_\_\_  
, Esq.  
Attorney for the Respondent

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me, a Notary Public on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

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