

STATE OF ILLINOIS
INTERNAL AUDIT ADVISORY BOARD

Web Address: [HTTP://SIAAB.AUDITS.UILLINOIS.EDU](http://SIAAB.AUDITS.UILLINOIS.EDU)

MINUTES

Board Meeting – April 11, 2017

1:00 p.m.

CALL TO ORDER

A meeting of the State Internal Audit Advisory Board (SIAAB) was held at the Capital City Center, Room 104, Springfield, Illinois, with video conferencing available at the JRTC, Room 9-036, Chicago, Illinois. The meeting was called to order at 1:00 p.m. by Chair Tracy Allen in Springfield.

ROLL CALL

Members Present/Location:

Tracy Allen (Chair), Office of the Comptroller – Springfield
H. Jay Wagner (Vice Chair), Office of the Attorney General – Springfield
Jack Rakers, Central Management Services - Springfield
Leighann Manning, Office of the Treasurer – Springfield
Stephen Kirk, Department of Transportation - Springfield
Julie Zemaitis, University of Illinois – Teleconference
Stell Mallios, Office of the Secretary of State – Chicago
Gary Shadid, Department of Agriculture – Springfield

Members Absent:

None.

Visitors Present:

None.

MINUTES

The minutes for the March 14, 2017 SIAAB meeting were accepted with minor revisions. Mr. Wagner made a motion to accept, seconded by Ms. Manning. The motion passed unanimously.

PUBLIC PARTICIPATION

None.

REPORTS AND UPDATES

CPE Coordinator

Ms. Zemaitis stated that for the 2013 version of the course, 1 person completed the course and 1 person registered.

Ms. Zemaitis stated that for the 2017 version of the course, 2 people completed the course and 4 people registered.

Quality Assurance Coordinator

There was some discussion about clarifying the date of the report to ensure that it was the final report date.

FOIA Officer

Ms. Manning stated there was nothing to report.

Guidance Coordinator

Mr. Wagner stated there are no new or outstanding requests.

OLD BUSINESS

FCIAA Committee

Mr. Kirk stated that the Committee met on March 23 and came up with four potential options for a FCIAA change: statutory revision, revision in the SAMS Manual, creation of rules in JCAR, or another option that is a combination of some of parts of all three or create a mutually agreeable benchmark with the Office of the Auditor General.

NEW BUSINESS

Spring Chief Internal Auditor's Roundtable

Mr. Kirk stated that there were no new topics. There was a brief discussion about what DoIT was going to discuss at the Roundtable.

Fall Conference Speakers

Mr. Allen stated that they received 30 responses about the Fall Conference. Most wanted a two and a half day conference. Kirk Lonbom asked to speak about Cyber Security. They are reaching out the Office of the Auditor General, the Attorney General, Illinois Office of the Comptroller, and the American Center for Governmental Auditing for speakers. Additionally, we will reach out to the Springfield chapter of the IIA to offer them the room we have rented for the conference on the afternoon of the third day. They used the space to offer training last year and they may wish to do so again. They have discussed having Mr. Excel for the afternoon on the third day.

ANNOUNCEMENTS

The next regular meeting is scheduled for May 9, 2017, at 1:00 p.m. The meeting will be at the Capital City Center's Video Conference Room #104, 130 West Mason, Springfield, Illinois. For those attending via video conference in Chicago, Room 9-036 of the James R. Thompson Center (JRTC), 100 W. Randolph St., will be reserved.

ADJOURNMENT

A motion to adjourn was made by Mr. Kirk, seconded by Mr. Wagner. Motion carried unanimously. Meeting adjourned at 1:55 p.m.