

**STATE OF ILLINOIS**  
**INTERNAL AUDIT ADVISORY BOARD**

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

**MINUTES**

**Board Meeting – June 23, 2015**

**1:00 p.m.**

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**CALL TO ORDER**

A special 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 Gary Shadid in Springfield.

**ROLL CALL**

**Members Present/Location:**

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

**Members Absent:**

Marcus Dodd, Illinois Department of Employment Security – Chicago  
Jane Hewitt, Department of Human Services – Springfield

**Visitors Present:**

None

**MINUTES**

The minutes for the June 9, 2015 SIAAB meeting were accepted after minor updates. Mr. Kirk made a motion to accept, seconded by Mr. Rakers. The motion passed unanimously, with the exception of Ms. Bartlett's abstention (as she was not at the June 9, 2015 meeting).

**PUBLIC PARTICIPATION**

None

**REPORTS AND UPDATES**

**CPE Coordinator**

Nothing to present.

**Quality Assurance Coordinator**

The QAR Report for the Department of Corrections was presented, with the QAR indicating compliance with standards and noncompliance with FCIAA. Mr. Allen made a motion to accept, seconded by Ms. Zemaitis. The motion carried unanimously, with abstentions from Mr. Wagner and Ms. Bartlett.

The QAR Report for the Department of Juvenile Justice was presented, with the QAR indicating compliance with standards and noncompliance with FCIAA. Mr. Allen made a motion to accept, seconded by Ms. Zemaitis. The motion carried unanimously, with abstentions from Mr. Wagner and Ms. Bartlett.

The QAR Report for the Workers Compensation Commission was presented, with the QAR indicating compliance with standards and noncompliance with FCIAA. Mr. Wagner made a motion to accept, seconded by Mr. Allen. The motion carried unanimously, with an abstention from Ms. Zemaitis.

The QAR Report for the Department on Aging was presented, with the QAR indicating compliance with standards and noncompliance with FCIAA. Mr. Wagner made a motion to accept, seconded by Ms. Zemaitis. The motion carried unanimously, with an abstention from Mr. Allen.

The QAR team request for the Illinois State Police was presented. Mr. Allen made a motion to accept, seconded by Mr. Rakers. The motion carried unanimously, with an abstention from Ms. Bartlett.

The QAR team request for the Department of Public Health was presented. Mr. Shaded noted that the request was not on the agenda, due to oversight by the Chair and Vice Chair; however, it was submitted timely by the Department of Public Health. There was consensus that approval of the team request would not constitute a final action in the QAR process. Ms. Zemaitis made a motion to accept, seconded by Mr. Rakers. The motion carried unanimously, with an abstention from Mr. Kirk.

**FOIA Officer**

Ms. Bartlett stated there were no new requests.

**Guidance Coordinator**

Mr. Wagner stated no new requests for guidance were received, and a draft of Guidance 05 (Small Audit Functions) would be presented at the next meeting.

**OLD BUSINESS**

None discussed.

**NEW BUSINESS**

None discussed.

**ANNOUNCEMENTS**

The next regular meeting is scheduled for July 14, 2015, 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 JRTC will be reserved.

**ADJOURNMENT**

A motion to adjourn was made by Mr. Kirk, seconded by Mr. Allen. Motion carried unanimously. Meeting adjourned at 1:26 p.m.