

STATE OF ILLINOIS
INTERNAL AUDIT ADVISORY BOARD

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

MINUTES

Board Meeting – July 10, 2018

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 1:02 P.M. by Chair Leighann Manning in Springfield.

ROLL CALL

Members Present/Location:

Leighann Manning (Chair), Office of the Treasurer – Springfield
Jamie Nardulli (Vice Chair), Department of Healthcare and Family Services– Springfield
Gary Shadid, Illinois Office of the Comptroller – Springfield
Julie Zemaitis, University of Illinois – Teleconference
Rex Crossland, Department of Employment Security - Springfield
H. Jay Wagner, Office of the Attorney General - Springfield
Natalie Covello, Department of Commerce and Economic Opportunity – Chicago
Amy De Weese, Department of Human Services – Springfield
Jack Rakers, Department of Central Management Services - Springfield

Members Absent:

Brent Nolen, Illinois State Police (notified chair)
Stell Mallios, Office of the Secretary of State (notified chair)

MINUTES

A motion to approve the minutes for the June 12, 2018 SIAAB meeting was made by Mr. Wagner. The motion was seconded by Mr. Crossland. The motion passed unanimously.

PUBLIC PARTICIPATION

Tom Alger, Chief Internal Auditor for the Illinois Department of Public Health was present.

REPORTS AND UPDATES

CPE Coordinator

Ms. Zemaitis reported that three persons registered and there were no course completions for the SIAAB on-line training course since the last Board meeting.

Quality Assurance Coordinator

Ms. Nardulli reported that she received completed QAR submissions for the following agencies:

- Illinois Department of Central Management Services
- Illinois Department of Financial and Professional Regulation
- Illinois Department of Human Rights
- Illinois Department of Agriculture
- Illinois Department of Labor
- Illinois Department of Insurance
- Illinois Finance Authority
- Illinois State Board of Education

Ms. Nardulli stated that all QARs were reviewed and requested a motion to approve all eight QAR submissions. Mr. Shadid made a motion to approve the eight QAR submissions noted above. The motion was seconded by Mr. Crossland. Mr. Wagner and Mr. Rakers abstained. The motion passed.

Ms. Nardulli reported that the Illinois Office of the Comptroller submitted a QAR request for the external validator to be Ms. Julie Zemaitis. Mr. Rakers made a motion to approve the request which was seconded by Ms. De Weese. Ms. Zemaitis and Mr. Shadid abstained. The motion passed.

Ms. Nardulli stated that Chicago State sent an e-mail notification that competing priorities has not yet allowed for performance of the quality assurance review.

FOIA Officer

Ms. Manning stated there was nothing to report.

Guidance Coordinator

Ms. Zemaitis stated there are no new requests and no updates.

OLD BUSINESS

Fall Government Auditing Conference

Mr. Wagner reported that there is currently one, one-hour time slot open for the 2018 SIAAB Fall Conference that he is still working to fill with a speaker. In addition, he noted that he would be updating the webpage with the schedule.

Certified Professional Education (CPE) Policy

Ms. Zemaitis reported that she received some feedback regarding the consideration to change the CPE Policy. She noted that the topic will be added to the agenda for the fall conference Chief roundtable.

NEW BUSINESS

Ms. Manning stated that the location for future SIAAB Board meetings is reserved through October 2019.

ANNOUNCEMENTS

The next regular meeting is scheduled for August 14, 2018, 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. Rakers, seconded by Mr. Shadid. Motion carried unanimously. Meeting adjourned at 1:34 P.M.