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STATE OF ILLINOIS

INTERNAL AUDIT ADVISORY BOARD

WEB ADDRESS: [HTTP://SIAAB.AUDITS.UILLINOIS.EDU](http://SIAAB.AUDITS.UILLINOIS.EDU)

Location

Capital City Center 130 West Mason Video Conference Room 104 Springfield, Illinois 62702	James R. Thompson Center 100 West Randolph Video Conference Room 9035 Chicago, Illinois 60601
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AGENDA

December 14, 2011 – 1:00 P.M.

- **Call to Order**
- **Roll Call**
- **Minutes***
 - Approve Minutes for November 9, 2011
- **Reports/Updates***
 - CPE Coordinator
 - FOIA Officer
 - Guidance Coordinator
 - Board Appointments
- **Old Business***
 - SIAAB Records Retention Policy
 - Quality Assurance Reviews – Current Reviews and Requests
 - Discussion on Implementing PA96-1473 Public Comments
- **New Business***
 - Meeting Schedule for December 2011
 - Other New Business - Training
- **Announcements**
 - January 2012 Officer Nominations
 - 2012 Scheduled Meeting Dates (Approved August 2011)

*Action May Be Taken by the Board via Motion/Vote Process