

January 9, 2001

The regular monthly meeting of the State Internal Audit Advisory Board was held on January 9, 2001 at the Capital City Center, Springfield, Illinois. The meeting was called to order by Chair Robert Schwarz at 9:35 A.M.

Members Present:

Robert Schwarz - Chair - Department of Central Management Services
Barbara Ringler - Vice-Chair - Office of the Treasurer
James S. Reid - Office of the Attorney General
Carol Kraus - Office of the Comptroller
Lesslie D. Morgan - Department of Insurance
Richard E. Traver - University of Illinois (via teleconferencing)
Nancy J. Hilger - Department of Agriculture
Stephen D. Kirk - Capital Development Board

Members Absent:

Al DiSilvestro - IL Secretary of State
Bradley W. Hammond - Department of Natural Resources
C. William Coons - Department of Professional Regulation

Minutes:

The Board reviewed the minutes from the December 12, 2000 meeting. A motion was made by Ms. Ringler and seconded by Mr. Traver to accept the minutes. All approved the motion.

Old Business:

Proposed FCIAA Revisions

Chair Schwarz opened the floor for discussion on the revisions to FCIAA. Since the IIA has not finalized their Standards (ECD December 2000/January 2001) the decision was made to defer to February Meeting.

Peer Review

Chair Schwarz reported that Mr. Hammond will present the new schedule to the Board in February.

Board Membership Recommendations to Governor

Chair Schwarz sent the "three weeks before appointments reminder letter" to the Boards and Commission Office. Boards and Commissions said they expect to address this at their February meeting.

SIAAB Web Site

Since Mr. Traver leaves the Board in February, he requested a volunteer to take the responsibility to keep the peer review training course up-to-date. Mr. Traver stated that he would allow his webmaster to maintain the site but that the content of the lessons will need to be periodically updated. Mr. Traver suggested Mr. Hammond be assigned this task but only if someone would assume/handle Mr. Hammond's current Peer Review scheduling task. Chair Schwarz volunteered to present this offer to Mr. Hammond and if Mr. Hammond accepts, Chair Schwarz will handle Peer Review scheduling. Chair Schwarz plans to recruit assistance from the Internal Auditors Managers group.

New Business:

Election of Chairperson

Vice-Chair Ringler agreed to serve as Chairperson. The four Board members who have not served as Chairperson agreed they would accept nominations. Ms. Hilger nominated Ms. Morgan for Vice-Chairperson. With no other nominations, nominations were closed. Election will be held at the February meeting, and the new Chairperson and Vice-Chair will assume office at the March meeting.

Announcements:

Mr. Kirk reported that the local IIA chapter is proposing a program on FCIAA revisions and standards at their March meeting. Invitations will be sent to all Internal Audit Managers.

Next Meeting:

The next meeting will be February 13, 2001, at 9:30 A.M. at the Capital City Center, 130 W. Mason, Springfield, Illinois, in Room 103.

Adjournment:

A motion to adjourn was made by Mr. Kirk and seconded by Mr. Reid. All were in favor. The meeting was adjourned at 10:05 A.M.