

**June 12, 2001**

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A special meeting of the State Internal Audit Advisory Board was held on June 12, 2001 at the Capital City Center, Springfield, Illinois. The meeting was called to order by Chair Barbara Ringler at 9:30 A.M.

**Members Present:**

Barbara Ringler - Vice-Chair - Office of the Treasurer  
Stephen D. Kirk - Capital Development Board  
C. William Coons - Department of Professional Regulation  
Robert Schwarz - Chair - Department of Central Management Services  
Nancy J. Hilger - Development of Agriculture  
Kathleen Moreno - Eastern Illinois University (Pending Appointment)  
Lesslie D. Morgan - Vice-Chair - Department of Insurance  
Carol Kraus - Office of the Comptroller  
Al DiSilvestro - IL Secretary of State  
Bradley W. Hammond - Department of Natural Resources

**Members Absent:**

James S. Reid - Office of the Attorney General

**Minutes:**

The Board reviewed the minutes from the May 22, 2001 meeting. A motion was made by Mr. Coons and seconded by Mr. Schwarz to accept the minutes. All approved the motion.

**Old Business:**

**Peer Review**

Ms. Morgan reported that two peer review are completed, and that two members of the Report Acceptance Committee will review them before the report is issued. Mr. Schwarz reported that he had talked to Kathleen Moreno and the peer review paperwork for Western Illinois University is completed.

**Board Membership Recommendations to Governor**

Mr. Schwarz reported the Appointments of the Board nominees are on the agenda for the next Boards and Commissions Meeting. The Board will not meet until the end of the session.

## **Retreat Discussion**

Chair Ringler reported the Internal Audit Manager's retreat will be held on October 11 and 12, 2001 at Eagle Creek. Ms. Easley is organizing the retreat. 40 rooms will be blocked out, price is not yet confirmed. Dinner will be served on Thursday (10/11) evening with breakfast on Friday (10/12). Refreshments will be available during the afternoon break.

Chair Ringler asked for recommendations on presentation topics for the IA Manager's retreat. One suggestion was to bring in Bill Sampias to present IT Auditing and Digital Imaging. Ms. Hilger suggested Risk Assessment training, since this is the future direction.

Mr. Schwarz announced the following topics will be presented at the November 1 and 2, 2001 U of I coordinated training sessions:

- Fraud - Courtney Thompson (full day)
- IT Auditing - Larry Hubbard (fullday)
- Performance Measures - Kristal Berck/Rick Larison
- Risk Assessment - Larry Hubbard (1/2 day)

## **Proposed FCIAA Revisions and Standards Discussion**

The IA Manager's meeting is scheduled for tomorrow, June 13, 2001, at 10:00am to discuss the proposed FCIAA revisions and standards. Chair Ringler announced that she met with Mr. Coons, Ms. Kraus, and Mr. Kirk last week, and created a cross-reference document, for the FCIAA and standards discussion. Chair Ringler presented the cross-reference document to the Board. The Board members had suggestions on changes and additions to the document. Chair Ringler will finalize the document and present it to the IA Manager's at the June 13, 2001 meeting.

## **Internal Audit Manager's Meeting**

An Internal Audit Manager's meeting is scheduled for tomorrow to discuss the proposed adopted standards and potential impact on FCIAA. Mr. Schwarz will order lunch in for all the attendees. Donations will be collected for the lunch.

## **New Business:**

No new business was discussed.

## **Announcements:**

No new announcements.

**Next Meeting:**

The next meeting will be July 10, 2001, at **10:00 A.M.** at the Capital City Center, 130 W. Mason, Springfield, Illinois, in Room 103.

**Adjournment:**

A motion to adjourn was made by Mr. Schwarz and seconded by Mr. Coons. All were in favor. The meeting was adjourned at 10:55 A.M.