

September 11, 2002

A regular meeting of the State Internal Audit Advisory Board was held on September 11, 2002, at the Capital City Center, Springfield, Illinois. The meeting was called to order by Chair Lesslie Morgan at 10:03 A.M.

Members Present:

Lesslie D. Morgan - Chair - Department of Insurance
Stephen D. Kirk - Vice-Chair - Capital Development Board
Robert Schwarz - Department of Central Management Services
Carol Kraus - Office of the Comptroller
Bradley W. Hammond - Department of Natural Resources
Barbara Ringler - Office of the Treasurer
Nancy J. Hilger - Department of Agriculture

Members Absent:

James S. Reid - Office of the Attorney General
Al DiSilvestro - IL Secretary of State
C. William Coons - Department of Professional Regulation
Kathleen Moreno - Eastern Illinois University

Minutes:

The Board reviewed the minutes from the August 14, 2002 meeting. A motion was made by Mr. Schwarz and seconded by Ms. Kraus to accept the minutes. All approved the motion.

Old Business:

Peer Review

Executive Committee reported two outstanding peer reviews: State Employee Retirement System and Western Illinois University. Revise Peer Review Bylaws To Correlate With IIA Standards Committee. Chairperson - Brad Hammond.

Revise Peer Review Bylaws To Correlate With IIA Standards Committee. Chairperson - Brad Hammond

Chair Morgan reported that the By-laws have been posted to SIAAB website. The address of the website is <http://siaab.audits.uillinois.edu>.

An email notice was sent to the Chief Internal Auditors on September 3, 2002 notifying them that the Board adopted the new Peer Review Bylaws and Consulting Implementation Standards at its August 14, 2002 meeting.

Develop New Peer Review Program To Be Used By Teams Committee. Chairperson - Barb Ringler

Ms. Ringler reported that a draft copy of the Peer Review Program was presented to Chair Morgan.

Ms. Ringler asked the Board if the committee should include a specific audit period for the reviewers to review. After discussion, the Board agreed to a two-year plan that includes the current fiscal year and the prior completed fiscal year.

Revise Online Peer Review Training Committee. Chairperson - Lesslie Morgan

Chair Morgan reported the committee has finished the Attribute and Performance Standards of the training program. The Committee expects to send the program to Eduardo Mascorro, Webmaster for the SIAAB in November with the goal of releasing the online training program in January.

Chair Morgan indicated that the number of lessons has increased from the previous online training course because of the increase in the IIA Standards. There were 10 lessons developed for the Standards section of the new online training program where as the prior online training program had only 5 lessons. Due to the increase in the number of lessons from the prior online training, an assessment would need to be made as to the number of CPE hours that should be awarded to individuals who successfully completed the online training course. In the past, individuals were awarded 8 CPE hours for successfully completing the training course.

In a related matter, the Board discussed the basis and amount of CPE hours that could be earned for those individuals who contributed to the preparation of the Peer Review Bylaws, Program and Online Training Course. The Board decided that the Bylaws, Program and Online Training Course should be treated as an article under the Publications category in Section VI B-2 of the SIAAB's Standards. Individuals may earn up to 25 CPE hours for contributing to the Peer Review project.

State and Local Government Conference

Mr. Schwarz reported that the Conference had 75 registrations and is in the process of recruiting additional.

New Business:

Ms. Hilger suggested that in lieu of the State budget problems that the IIA offer some low or no cost training to assist the auditors in earning their CPE's.

Announcements:

No announcements.

Next Meeting:

The next meeting will be held on October 9, 2002, 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. Hammond and seconded by Mr. Kirk. All were in favor. The meeting was adjourned at 10:55 A.M.