

STATE OF ILLINOIS
INTERNAL AUDIT ADVISORY BOARD
WEB ADDRESS: [HTTP://SIAAB.AUDITS.UILLINOIS.EDU](http://SIAAB.AUDITS.UILLINOIS.EDU)

MINUTES
Board Meeting April 14, 2004

A regular meeting of the State Internal Audit Advisory Board was held on April 14, 2004 at the Capital City Center, Springfield, Illinois. This meeting was called to order by Chair Rusti Cummings at 10:08 A.M.

Members Present:

Rusti Cummings, Chair - Office of the Comptroller
Barbara Ringler, Vice-Chair - Office of the Treasurer
Lesslie D. Morgan - Office of the Attorney General
John W. Cressman - Illinois Office of Internal Audit
Kathleen Moreno - Eastern Illinois University

Members Absent:

Al DiSilvestro - IL Secretary of State

Minutes:

The Board reviewed the minutes from the March 10, 2004 meeting. After one correction, a motion was made by Ms. Morgan and seconded by Mr. Cressman to accept the minutes. All approved the motion.

Old Business:

Performance Committee - Peer Review

Ms. Moreno and Ms. Ringler have reviewed the University of Illinois Self-Peer Review via the computers and electronic work papers provided by the University of Illinois. However, it was discovered that the Final Report and its corresponding table submitted by two external reviewers could not be located on the computer for Ms. Ringler's review. Since Ms. Moreno had a hard copy of the Final report and table she will provide a copy to Ms. Ringler for her review.

Mr. Cressman, as a new member of the Peer Review Committee, requested information on the procedures for Peer Review.

Chair Cummings reported that Carol Carter of Western Illinois University has received the final copy of their Peer Review.

CPE Coordinator - Certifications and Records

Ms. Morgan reported that one individual from Ohio has passed the Peer Review Course and received their certificate. Another individual from Ohio has inquired about the Peer Review Course.

Ms. Morgan has received the Peer Review Course to see if it was impacted by the changes in the Bylaws. Lesson 1 - 13,14,15 were impacted and Ms. Morgan has directed that the changes be made to the online course.

Chair Cummings asked who is eligible to take the Peer Review course. Ms. Morgan responded that any auditor with three years auditing experience may take the course and receive 8 CPE hours. However, the Board's Bylaws Article III - Peer Review Program, Section 4.3 does specify specific minimum qualifications for individuals to serve as a member of a peer review team.

SIAAB Training

The Board agreed to plan training for the fall. Mr. Cressman volunteered Deanna Marvin to serve as administrative support. Mr. Cressman will also furnish other volunteers for the committees.

Eastern Illinois Training

Ms. Moreno reported that Eastern Illinois University is offering a conference on IIA's "Best Practices in Value Added Auditing". The suggested dates are June 21-22. The Conference will be held on the Eastern Illinois campus, for approximately \$300 per person (CPE 14).

Appointment - State College and Universities

Chair Cummings reported she has not received a decision regarding the letter sent to the Governor's Office of Boards and Commissions on December 17 submitting Ms. Kathleen Moreno of Eastern Illinois University and Mr. Richard Traver of the University of Illinois for consideration to fill the State College and Universities term appointment.

New Business:

Guidelines Committee

Chair Cummings asked Mr. Cressman to suggest a replacement for Shelly Martin on the Guideline Committee at the next meeting.

Announcements:

No announcements.

Schedule Next Meeting:

The next meeting will be held on May 12, 2004 at the Capital City Center, 130 W. Mason, Springfield, Illinois in Room 103.

Adjournment:

A motion to adjourn was made by Ms. Morgan and seconded by Ms. Moreno. All were in favor. The meeting was adjourned at 11:10 A.M.