

STATE OF ILLINOIS
INTERNAL AUDIT ADVISORY BOARD

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

MINUTES

Board Meeting July 14, 2004

A regular meeting of the State Internal Audit Advisory Board was held on July 14, 2004 at the Capital City Center, Springfield, Illinois. This meeting was called to order by Chair Rusti Cummings at 10:00 A.M. Due to a lack of a quorum, the meeting was reconvened at 10:10 A.M. under Article I – Administrative Bylaws – Section Conduct of Business, 5.2 Parliamentary Procedure.

If a quorum is not present, the presiding Chair may reconvene the meeting after ten minutes from the appointed time, in order to conduct regular business. (October 9, 2001)

Members Present

Rusti Cummings, Chair - Office of the Comptroller
Barbara Ringler, Vice-Chair - Office of the Treasurer
John W. Cressman - Illinois Office of Internal Audit
Al DiSilvestro - IL Secretary of State (Arrived at 10:15 A.M.)

Members Absent

Kathleen Moreno - Eastern Illinois University
Lesslie D. Morgan - Office of the Attorney General

Minutes

The Board reviewed the minutes from the June 9, 2004 meeting. A motion was made by Ms. Ringler and seconded by Mr. Cressman to accept the minutes. All approved the motion.

Old Business

Performance Committee – Peer Review Update

Chair Cummings report that the Peer Review Report was sent to the Chancellor of the University of Illinois with a copy to the Chief Internal Auditor and the Chair by the independent validators (Ms. McPhilimy and Mr. Radke). Some discussion was held regarding the Bylaw provisions for issuing peer review reports. Chair Cummings will confirm the distribution with Ms. Moreno and report back to the Board in August.

CPE Coordinator – Certifications and Records

Chair Cummings reported no certificates have been issued this month. The Peer Review Website has been updated with the referencing of the IIA's permission to reprint their Standards.

Mr. Cressman asked if the Board handles the scheduling of Peer Reviews. Chair Cummings reported that as of January 1, 2002 agencies were responsible for scheduling their own Peer reviews with the Board's approval prior to a deadline of January 1, 2007. The Board will send a reminder letter in January and discuss at the November training.

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.

Mr. Cressman will contact the Governor's Office for an update.

FCIAA Certification Guidelines

The FCIAA Guideline Committee has met and will continue meeting to address the issues.

Fall Training November 8th and 9th

The Committees will finalize and send invitations by August. With the departure of Deanna Marvin, Mr. Cressman volunteered Brad Hammond of IOIA to serve as replacement.

New Business

No new business.

Announcements

No announcements.

Schedule Next Meeting

The next meeting will be held on August 11, 2004 at the Capital City Center, 130 W. Mason, Springfield, Illinois in Room 103.

Adjournment

A motion to adjourn was made by Mr. Cressman and seconded by Ms. Ringler. All were in favor. The meeting was adjourned at 10:43 A.M.