

STATE OF ILLINOIS
INTERNAL AUDIT ADVISORY BOARD
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MINUTES

Board Meeting October 11, 2006

The regular meeting of the State Internal Audit Advisory Board was held on October 11, 2006 at the Capital City Center, Springfield, Illinois, Room 103. Chair John Cressman was unable to attend the meeting and Vice-Chair Lesslie Morgan called the meeting to order at 10:15 AM.

Members Present

Lesslie D. Morgan, Vice-Chair – Office of the Attorney General
Rusti Cummings, Office of the Comptroller
Kathleen Moreno, Eastern Illinois University (Term to 2/1/04)
Al DiSilvestro, Office of the Secretary of State (via phone)

Guest Present

None

Members Absent

Barbara Ringler
John Cressman

Minutes

The Board reviewed the minutes from the September 13th, 2006 meeting. Ms. Morgan asked if there were any objections to approving the minutes as amended. Ms. Cummings made the motion to approve the minutes and Mr. DiSilvestro seconded, all members were in favor. The September 13th, 2006 minutes were approved.

Reports/Updates

CPE Coordinator – Online Peer Review Training Update

Ms. Morgan stated that no one has taken the on line training course since last month. However, Ms. Morgan has issued eighteen hours of CPE to Sharon Downen of Northern Illinois University for the service she preformed as an external accessor for Eastern Illinois University.

Performance Committee

The Attorney General's review has tentatively been assigned to Rick Papuga, Chief Internal Auditor – Illinois State University upon the Board's approval of his Confidentiality/Statement of Independence. The Treasurer's Office draft report and supporting workpapers have been received and will be assigned to Julie Zemaitis, Chief Internal Auditor – University of Illinois. The Illinois Commerce Commission, Governor's State University, Illinois State Board of Education, Illinois State Employees' Retirement System and Illinois State University Retirement System are under review by the Performance Committee. Southern Illinois University's draft has been submitted but we are waiting on the validators summary memos. Both

Illinois Student Assistance Commission and Eastern Illinois University have begun their reviews but have not submitted draft reports. Chicago State University and Illinois State University will be released by the Executive Committee later today and Illinois Housing Development Authority is under review in the Executive Committee. As of October 11, 2006, we have not received any request from the Comptroller's Office, Illinois Army National Guard and the Secretary of State's Office. Western Illinois

University's request for extension has been tabled until the November meeting and Illinois Supreme Court has elected to not conduct an external review.

Executive Committee

The Matrix is being held. The changes have been made and it is due to be re-released after January 1st.

Old Business

No old business.

New Business

Ms. Morgan said PA94-947 – the Personal Information Protection Act amendment is out, it became effective June, 2006. Ms. Morgan stated there had been a request that Rick Papuga and Stacy Smith, Chief Audit Executive of the Illinois Teachers' Retirement System, be added to our Performance Committee team. Ms. Cummings made the motion to approve Rick Papuga and Stacy Smith, setting on the Performance Committee and Ms. Moreno seconded, all members were in agreement, Ms. Morgan abstained from voting.

Announcements

Ms. Cummings said that the Comptroller's Office has put out a new accounting bulletin that now requires travel vouchers to be submitted within sixty days and if they are not they will be kicked out of the commercial expenditure process and put into the payroll process. This is to implement an IRS requirement that is now measuring an accountable plan by sixty days. This will take effect January 1st.

The next meeting will be November 15, 2006 at 10:00AM at the James R. Thompson Center, room 9036 in Chicago or the Stratton Office Building, room 500½ in Springfield.

Adjournment

A motion to adjourn was made by Ms. Cummings and seconded by Ms. Ringler. All were in favor. The meeting was adjourned at 10:50 AM.