

# STATE OF ILLINOIS

## INTERNAL AUDIT ADVISORY BOARD

Web Address: SIAAB.AUDITS.UILLINOIS.EDU

### MINUTES

#### **Board Meeting February 13, 2008**

#### **Call to Order**

The regular meeting of the State Internal Audit Advisory Board (SIAAB) was held on February 13, 2008 at the Capital City Center, Springfield, Illinois, Room 104 with video conferencing available at the JRTC, Chicago, Illinois, Room 9035. Chair Lesslie D. Morgan called the meeting to order at 10:04 a.m. Per Ms. Morgan's request, Denise Behl, Financial/Compliance Internal Auditor at the Office of the Attorney General attended and recorded the minutes.

#### **Roll Call**

#### **Members Present**

- Lesslie D. Morgan, Chair – Office of the Attorney General (In Person/CMS Video Conference Room #104 Capital City Center, Springfield)
- Barbara Ringler - Office of the Treasurer (In Person/CMS Video Conference Room #104 Capital City Center, Springfield)
- Carol Kraus - Governor's Office of Internal Audit (In Person/CMS Video Conference Room #104 Capital City Center, Springfield)
- Nancy Bowyer – Office of the Secretary of State (In Person/CMS Video Conference Room 9035, JRTC, Chicago)

#### **Members Absent**

Rusti Cummings, Vice-Chair – Office of the Comptroller

#### **Guests**

- Kathleen Moreno – State University Civil Service System ( In Person/CMS Video Conference Room #104 Capital City Center, Springfield)
- Julie Zemitias – University of Illinois (Teleconference)
- Denise Behl – Office of the Attorney General (In Person/CMS Video Conference Room #104 Capital City Center, Springfield)

#### **Minutes**

The minutes of the January 9, 2008 board meeting were reviewed by all present. A motion to approve the minutes was made by Ms. Ringler and seconded by Ms. Kraus, and motion carried.

## Reports/Updates

### **CPE Coordinator – Online Peer Review Training Update**

Ms. Morgan stated that 3 new requests to take the Board's online training course had been received since the last month's meeting. The 3 requests were from the Governor's Office of Internal Audit. One individual has requested an extension until February 15<sup>th</sup> to complete.

Ms. Morgan stated that the 2 individuals have completed the online training course and CPE certificates have been distributed.

### **Board Committees – Quality Assessment Review Updates**

Executive Committee – No update.

Performance Committee – No update. Performance Committee Chair not present.

## Old Business

**University Appointment** – No update available.

### **GAO – Governmental Auditing Standards Revisions**

Ms. Morgan discussed the online E-learning training session offered on January 15<sup>th</sup> by the IIA on GOA Revisions that she attended. Ms. Morgan's submitted an inquiry during the presentation about the frequency of conducting external quality assessments in the State internal audit environment, the IIA requires external quality assessments every five years and the GAO's requires they be every three years. During the training session IIA stated that five years would be appropriate for State internal audit functions unless significant changes occurred.

**Fiscal Control and Internal Auditing Act** – No discussion.

## New Business

### **Election of Officers**

Ms. Morgan reviewed the nominations of Ms. Cummings for Chair and Ms. Kraus for Vice Chair. Ms. Morgan made a motion to elect the officers as stated, all in favor, motion carried.

### **Guest**

Ms. Moreno discussed with the Board a possible conflict of interest with her conducting the Western Illinois University's subsequent Peer Review given her position within the State Universities Civil Service System. The Board agreed that there would be a conflict of interest. It was recommended that Western Illinois University contact Ms. Zemitias to make arrangements with the Board regarding their subsequent Peer Review.

### Announcements

The next regular meeting will be March 12, 2008 – 10:00 a.m. at the Capital City Center's Video Conference Room #104, 130 West Mason, Springfield, Illinois. For those attending via video conference in Chicago, the JRTC Room 9035 has been reserved.

### Adjournment

A motion to adjourn the Regular Session was made by Ms. Ringler and seconded by Ms. Kraus. Motion passed at 10:10 a.m.

### Board Committee Meetings

**Performance Committee** – None.

**Executive Committee** – None.