

**STATE OF ILLINOIS**  
**INTERNAL AUDIT ADVISORY BOARD**

Web Address: [HTTP://SIAAB.AUDITS.UILLINOIS.EDU](http://SIAAB.AUDITS.UILLINOIS.EDU)

**MINUTES**

**Board Meeting – May 8, 2018**

**1:00 p.m.**

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**CALL TO ORDER**

A meeting of the State Internal Audit Advisory Board (SIAAB) was held at the Capital City Center, Room 104, Springfield, Illinois, with video conferencing available at the JRTC, Room 9-036, Chicago, Illinois. The meeting was called to order at 1:00 P.M. by Chair Leighann Manning in Springfield.

**ROLL CALL**

**Members Present/Location:**

Leighann Manning (Chair), Office of the Treasurer – Springfield  
Jamie Nardulli (Vice Chair), Department of Healthcare and Family Services– Springfield  
Stell Mallios, Office of the Secretary of State - Chicago  
Gary Shadid, Illinois Office of the Comptroller – Springfield  
Julie Zemaitis, University of Illinois – Teleconference (departed at 1:30 p.m.)  
Rex Crossland, Department of Employment Security - Chicago  
H. Jay Wagner, Office of the Attorney General - Springfield  
Brent Nolen, Illinois State Police – Springfield  
Natalie Covello, Department of Commerce and Economic Opportunity – Chicago  
Amy De Weese, Department of Human Services – Springfield

**Members Absent:**

Jack Rakers, Department of Central Management Services (notified chair)

**MINUTES**

A motion to approve the minutes for the April 10, 2018 SIAAB meeting was made by Mr. Shadid. The motion was seconded by Mr. Nolen. The motion passed unanimously.

## **PUBLIC PARTICIPATION**

None.

## **REPORTS AND UPDATES**

### **CPE Coordinator**

Ms. Zemaitis reported that three persons took and passed the 2017 SIAAB on-line training course since the last Board meeting and were issued CPE certificates. In addition, Ms. Zemaitis stated two persons are currently registered to take the training course.

### **Quality Assurance Coordinator**

Ms. Manning stated that she had correspondence regarding the timing of Quality Assurance Reviews with Governors State University and the Illinois State Board of Education. Ms. Nardulli stated that the QAR request for the Department of Central Management Services had been finalized and Governors State University submitted a request for approval of the review team. Ms. Nardulli also noted she received correspondence from the Department of Children and Family Services that they are planning to start the Departments QAR around January 31, 2019

### **FOIA Officer**

Ms. Manning stated there was nothing to report.

### **Guidance Coordinator**

Ms. Zemaitis stated there are no new requests and no updates.

## **OLD BUSINESS**

### **Fall Government Auditing Conference**

Mr. Wagner reported the Department of Innovation and Technology agreed to provide a speaker as well as willingness to coordinate the IT roundtable. In addition he has communicated with volunteers to coordinate the audit staff roundtable. Mr. Wagner also proposed speaker Dennis Dycus and agreed to send links to the speakers website for Board consideration.

## **NEW BUSINESS**

Ms. Manning stated she received communication from the Chicago Housing Authority inquiring as to whether SIAAB could perform their QAR. Ms. Manning noted that the Board was unable to

perform their QAR and also provided them with information regarding the SIAAB Fall Conference.

Mr. Wagner stated that currently the request to SIAAB for Quality Assurance Review Team Approval requires a justification to be provided if the review period is expected to be less than two years. Mr. Wagner requested any comments from Board members. No issues were raised.

#### **ANNOUNCEMENTS**

The next regular meeting is scheduled for June 12, 2018, at 1:00 p.m. The meeting will be at the Capital City Center's Video Conference Room #104, 130 West Mason, Springfield, Illinois. For those attending via video conference in Chicago, Room 9-036 of the James R. Thompson Center (JRTC), 100 W. Randolph St., will be reserved.

#### **ADJOURNMENT**

A motion to adjourn was made by Mr. Wagner, seconded by Ms. Nardulli. Motion carried unanimously. Meeting adjourned at 1:36 P.M.