

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

MINUTES
Board Meeting – July 13, 2021
1:00 p.m.

CALL TO ORDER

A meeting of the State Internal Audit Advisory Board (SIAAB) was held via videoconference. The meeting was called to order at 1:00 P.M. by Chair Amy Macklin.

ROLL CALL

Members Present:

Amy Macklin (Chair), Department of Human Services
Natalie Covello (Vice Chair), Chicago State University
Kishor Desai, Student Assistance Commission
Stephen Kirk, Department of Transportation
Stell Mallios, Office of the Secretary of State
Leighann Manning, Office of the Treasurer
Jack Rakers, Department of Central Management Services
Gary Shadid, Office of the Comptroller
H. Jay Wagner, Office of the Attorney General
Julie Zemaitis, University of Illinois System

Members Absent:

Nikki Lanier, Department of Revenue (notified Chair)

Location:

All members participated via video or teleconference.

TELECONFERENCING DUE TO COVID-19 SITUATION:

The meeting was held via videoconference under SIAAB Bylaw 1.5.7. A recording of the meeting will be kept for 18 months.

MINUTES

A motion to approve the minutes for the June 8, 2021 SIAAB meeting was made by Ms. Zemaitis. The motion was seconded by Mr. Shadid. The motion passed unanimously, with Ms. Manning abstaining.

PUBLIC PARTICIPATION

There was no public participation.

REPORTS AND UPDATES

CPE Coordinator

Ms. Zemaitis reported there were three completions and no new registration for the SIAAB online training course since the last Board meeting. Ms. Zemaitis reminded SIAAB that University of Illinois is migrating off of the Compass online training platform, and hopes to have a link for the new platform by next meeting. Registration to the current platform has been removed for transition, although those who have already registered can still do so. The course is still available if necessary, say for a QAR, by emailing her.

Quality Assurance Coordinator

QAR Team Approval Requests

Ms. Covello presented the following team requests:

- Secretary of State - Chief Internal Auditor Stell Mallios has requested validators Jerry Abbeduto and Chad Hayden, both of Toll Highway. Motion to approve by Mr. Rakers, second by Mr. Shadid. Motion approved unanimously, with abstention by Ms. Mallios.
- State Retirement Systems - Chief Internal Auditor Casey Evans has requested validator Stacy Smith of the Teachers Retirement System. Motion to approve by Ms. Zemaitis, second by Mr. Kirk. Motion approved unanimously.
- Department of Lottery - Chief Internal Auditor Darick Clark has requested validator James Froehner of the Department of Labor. Motion to approve by Mr. Shadid, second by Mr. Desai. Motion approved unanimously.
- Department of Public Health - Chief Internal Auditor Candice Long has requested validator Leighann Manning of the Illinois State Treasurer. Motion to approve by Ms. Macklin, second by Mr. Shadid. Motion approved unanimously, with abstention by Ms. Manning.

Ms. Covello presented the QAR report and associated correspondence for Eastern Illinois University. Motion by Mr. Desai, second by Ms. Manning. Motion passed unanimously.

FOIA Officer

Ms. Manning reported there have been no FOIA requests.

Guidance Coordinator

Mr. Kirk stated there was nothing to report.

Conference Coordinator

Mr. Wagner based on the current situation, he requests the Board approve an online format for the conference, and he will present an agenda and cost analysis at the August meeting. A motion hold the Conference in an online format was made by Ms. Zemaitis, seconded by Mr. Shadid. Motion passed unanimously.

IIA North American Board Chair will speak at the conference on October 27, 2021 on the topic of “Doubling Down on the Fundamentals” which will focus on the current work environment.

A brief segment on the new FCIAA checklists may be given by Mr. Shadid and/or Mr. Rakers, with specific audience modules provided by CMS at a later date.

OLD BUSINESS

FCIAA Checklists

Mr. Shadid stated they are working on formatting issues with key IOC staff.

NEW BUSINESS

Ms. Macklin stated the Department of Innovation and Technology is not able to reserve the room past 2021 due to the expected move from JRTC, and she will remain in contact with DoIT. Mr. Wagner stated he can reserve a room at the Attorney General’s Office if necessary.

Other Business

Ms. Macklin stated Vice Chair Covello will be absent for the August meeting.

Chair Macklin will be absent for the September meeting, with Vice Chair Covello chairing the meeting.

ANNOUNCEMENTS

The next regular meeting is scheduled for August 10, 2021, at 1:00 p.m. The method is to be determined based on the current situation.

ADJOURNMENT

A motion to adjourn was made by Mr. Kirk and seconded by Mr. Shadid. The motion carried unanimously. The meeting adjourned at 1:32 p.m.