

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

MINUTES
Board Meeting – December 14, 2021
1:02 p.m.

CALL TO ORDER

A meeting of the State Internal Audit Advisory Board (SIAAB) was held via videoconference pursuant to the December 10, 2021, Governor’s Executive Order which declared all Illinois counties to be a disaster area and permits virtual meetings. The meeting was called to order at 1:02 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
Jack Rakers, Department of Central Management Services
Vacant, Office of the Comptroller
H. Jay Wagner , Office of the Attorney General
Nikki Lanier, Department of Revenue
Julie Zemaitis, University of Illinois System
Stephen Kirk, Department of Transportation

Members absent:

Stell Mallios, Office of the Secretary of State (notified Chair)
Leighann Manning, Office of the Treasurer (notified Chair)

MINUTES

A motion to approve the minutes for the November 9, 2021 SIAAB meeting was made by Natalie Covello, second by Jack Rakers. The motion passed unanimously with Amy Macklin and Stephen Kirk abstaining.

PUBLIC PARTICIPATION

Ellen Jennings-Fairfield attended as a public participant.

REPORTS AND UPDATES

CPE Coordinator

Julie Zemaitis reported one individual registered but has not completed the course. She informed the Board that she renewed the CPE licensing with the Department of Financial and Professional Regulation required annually.

Quality Assurance Coordinator

Vice Chair Natalie Covello received a QAR team request from the Illinois Housing Development Authority with the appropriate documents. Kishor Desai motioned to accept the QAR team request, second by Nikki Lanier. The motion passed unanimously.

Vice Chair Natalie Covello received the completed QAR matrix and report from the Environmental Protection Agency. Stephen Kirk motioned to accept the QAR matrix and report, second by Julie Zemaitis. The motion passed unanimously.

FOIA Officer

No report provided.

Guidance Coordinator

Stephen Kirk stated there was nothing to report.

Conference Coordinator

H. Jay Wagner stated there was nothing to report.

OLD BUSINESS

There was nothing new to report regarding a video conference room in Chicago. Several Board members volunteered to assist with securing a space when in person meetings resume.

It was determined that discussion regarding outreach to the Office of the Auditor General related the changes in the Illinois State Auditing Act would be postponed to January in consideration of the holidays and the transition to a new Chair.

NEW BUSINESS

Chair Amy Macklin presented the meeting dates for SIAAB for 2022 for approval. Nikki Lanier motioned to approve the meeting dates, second by Julie Zemaitis. The motion passed unanimously.

Jack Rakers informed the Board the link on the SIAAB website to the training hosted by CMS for the new FCIAA checklists was not easily identified as a hyperlink because of the font color. Julie Zemaitis stated she would ensure it was changed to blue font.

ANNOUNCEMENTS

The next regular meeting is scheduled for January 11, 2022 at 1:00 p.m.

ADJOURNMENT

A motion to adjourn was made by Stephen Kirk, second by Natalie Covello. The motion passed unanimously. The meeting adjourned at 1:28 p.m.