

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

MINUTES

SIAAB Chief Internal Auditor Roundtable – October 24, 2024
8:00 A.M.

ROLL CALL

SIAAB Members Present:

1. Steve Kirk (Moderator), Illinois Department of Transportation
2. Jay Wagner (Chair), Office of the Attorney General
3. Teri Taylor (Vice Chair), Office of the Comptroller
4. Jackie Hohn, State Universities Retirement System
5. Nikki Lanier, Department of Revenue
6. Amy Macklin, Department of Human Services
7. Leighann Manning, Office of the Treasurer
8. Butch Stilwell, Central Management Services
9. Julie Zemaitis, University of Illinois

SIAAB Members Absent:

1. Stell Mallios, Office of the Secretary of State

Other Participants:

1. Nicholas Barnard, Office of the State Fire Marshal
2. Angie Bartlett, Department of Revenue
3. Charla Bond-Jones, Illinois Department of Transportation
4. Marc Bong, Illinois State Police
5. John Bracco, Illinois Supreme Court
6. Sally Burton, Illinois Environmental Protection Agency
7. Denise Caldwell, Illinois State Police
8. John Caporale, Department of Commerce and Economic Opportunity
9. Darick Clark, Department of Lottery
10. Alicia Collins, Department of Military Affairs
11. Phillip Dasso, Department of Children & Family Services
12. Kristoffer Evangelista, Governors State University
13. Casey Evans, State Employees Retirement System
14. Shaun Farmer, Illinois State Toll Highway Authority
15. Tess Feagans, Department of Agriculture
16. James Froehner, Department of Labor
17. Kenneth Hovey, Department of Insurance
18. Kate Hudson, Department of Financial & Professional Regulation
19. Libby Jackson, Illinois Commerce Commission
20. Amy Jenkins, Department of Corrections
21. Myles Johnson, Office of the Attorney General
22. Miranda Karger, Governor's Office of Management and Budget

23. Amy Lange, Department of Central Management Services
24. Candice Long, Illinois Emergency Management Agency
25. Christina Lopez, Illinois Housing Development Authority
26. Kathy Lovejoy, Department of Innovation and Technology
27. Tassi Maton, Illinois State Board of Education
28. Dawn Meier, Department of Central Management Services
29. Christine Monteiro, Northern Illinois University
30. Rita Moore, Western Illinois University
31. Jamie Nardulli, Department of Healthcare & Family Services
32. Russell Needler, Department of Veterans' Affairs
33. Jennifer Rankin, Governor's Office of Management and Budget
34. Noe Reyes, Department of Employment Security
35. Michael Sartorius, Department of Human Rights
36. John Valtierra, Department of Innovation and Technology
37. Janis Van Durme, Governor's Office of Management and Budget
38. Andrew Van Leer, Department of Natural Resources
39. Judy Vollmar, Department of Agriculture

CALL TO ORDER

A Chief Internal Auditor Roundtable meeting hosted by the State Internal Audit Advisory Board (SIAAB) was held at the Northfield Center in Springfield, IL on Thursday, October 24, 2024. The meeting was called to order at 8:00 A.M. by Moderator Steve Kirk.

CHIEF INTERNAL AUDITOR ROUNDTABLE TOPICS

The following topics were on the agenda:

- **Statewide Annual Comprehensive Financial Report (ACFR) Audit Implementation for FY25-** State of Illinois is moving to a statewide financial and audit process. None of the State agencies will have to prepare individual agency financial statements beginning in FY25. Discussion of challenges, issues, suggested processes, share ideas.
- **Information Technology System Development Reviews-** Discuss roles and responsibilities of DOIT vs. the State Agency. What work is the responsibility of the agency? Is there work that needs to be completed by DOIT Audit staff? How can we work together?
- **New IIA Global Standards-** Discuss the impact of the new IIA Global Standards on our Internal Audit Shops and share implementation ideas, as well as the revisions to SIAAB Guidance, Training and Quality Assurance Reviews.
- **Status of Electronic Work Paper Systems-** Discuss where we are headed. What are the future plans? Update from CMS and working group regarding future RFP.
- **Discuss OAG Audit Concerns-** Discuss hot topics from the Auditor General.
- **SAP Implementation-** Discuss any issues or concerns.
- **Audit Planning Risk Assessment, FCIAA Compliance and Audit Plan Development-** Discussion of various methods for documenting the Annual Risk Assessment process to

develop the Audit Plan and demonstrate compliance with FCIAA and the Standards. Discussion regarding building a better risk assessment.

- **Business Continuity within the Agency and Internal Audit Function Succession Planning-** Discuss Audits role in ensuring appropriate business continuity and related controls. Discuss ideas for succession planning of the Internal Audit function.
- **Human Capital Management-** What are ways your agency is helping workers connect? Discuss changes to workflows and processes. Electronic records, electronic signature implementations. Impact of work from home and accountability and keeping them engaged, productivity, retention. How do you attract and retain qualified personnel? What things are you doing to address issues such as salary adjustments, training, advancement opportunities, work from home policy, incentives? Discuss any ideas, issues or concerns.
- **Enterprise Risk Management (ERM)-** Discuss experiences, responsibilities, and approaches.
- **Audit Specific Risk Assessment-** Process for documenting the process and arriving at highest risks and areas of focus on a specific audit. Discuss approaches used to identify the significant business process risks and mitigating controls. Discuss the various methods and approaches utilized by various audit shops.
- **Peer Reviews-** A large number of audit shops will have peer reviews coming up in the cycle. Discuss the SIAAB process and respond to any questions regarding the process.
- **Scope Creep-** Discuss ways to limit and control scope creep in your audits. Discuss avoiding going down a rabbit hole and conducting out of scope work vs. ensuring an issue brought to the attention of the auditor or discovered during the course of the audit is not overlooked. Keeping audits on track to finish in a timely manner yet retain quality.
- **Metrics and Benchmarking for Internal Audit-** Discuss methods for comparing internal audit performance or establishing other helpful guidelines.
- **Audit Management-** Discuss audit time tracking ideas, time budgets and accomplishing audit plans. What is everyone experiencing? Ideas for keeping the audit on track and working towards accomplishing the audit plan.
- **Maintaining Auditor Independence-** Discuss ways Auditors Can Ensure they are maintaining their independence throughout an audit engagement. What are ways to ensure even though you are inquisitive and skeptical you are remaining objective. What is the balance and when has the auditor crossed the line?

Additionally, there was one vacancy on SIAAB, and interested chief internal auditors were encouraged to self-nominate for an appointment by the Governor.

No decisions were made and no votes were conducted.

ADJOURNMENT

The meeting was adjourned at 12:00 P.M. by Moderator Steve Kirk.