# **STATE OF ILLINOIS**

# **INTERNAL AUDIT ADVISORY SIAAB**Web Address: [HTTP://SIAAB.AUDITS.UILLINOIS.EDU](http://siaab.audits.uillinois.edu/)

# **MINUTES**

**SIAAB Meeting – July 8, 2025**

**1:00 p.m.**

## **Call to Order**

A meeting of the State of Illinois Internal Audit Advisory Board (SIAAB) was held at Illinois Department of Transportation, 2300 S. Dirksen Parkway, Springfield, Illinois, with video conferencing available. The meeting was called to order at 1:00 p.m. by Vice Chair Butch Stilwell.

## **Roll Call**

**Members present:**

Steve Kirk, Department of Transportation

Jackie Hohn, State Universities Retirement System

H. Jay Wagner, Office of the Attorney General

Amy Macklin, Department of Human Services

Butch Stilwell (Vice-Chair), Department of Central Management Services

Leighann Manning, Illinois Department of Public Health

**Members absent:**

Nikki Lanier, Department of Revenue (notified Vice Chair)

**Members participating remotely**:

Julie Zemaitis, University of Illinois System (notified Vice Chair)

Stell Mallios, Office of the Secretary of State; proximity (notified Vice Chair)

A motion to approve remote attendance for Julie Zemaitis and Stell Mallios was made by H. Jay Wagner and was seconded by Leighann Manning. The motion passed with Julie Zemaitis and Stell Mallios abstaining.

## **Minutes**

The draft minutes for the June 10, 2025, meeting were presented for approval. A motion to approve was made by H. Jay Wagner and was seconded by Steve Kirk. The motion passed with Stell Mallios, Leighann Manning, and Butch Stilwell abstaining.

## **Public Participation**

No public participation.

**REPORTS AND UPDATES**

**CPE Coordinator/Webmaster**

Julie Zemaitis reported that four individuals have registered for the 2017 Standards course with no one completing the course. People are inadvertently registering for the 2017 Standards course and intend to register for the 2024 course as noted by individuals being registered for both, but only completing the 2024 training.

Julie Zemaitis reported that six individuals have registered for the 2024 Global Internal Audit Standards (GIAS) course with CPE awarded to three individuals.

**Quality Assurance Coordinator**

Vice-Chair Butch Stilwell provided an update regarding questions received from an agency regarding the Quality Assurance Review process. They are proceeding with their QAR and haven’t had any more significant questions.

**FOIA Officer**

Vice-Chair Butch Stilwell reported there have been no FOIA requests.

**Guidance Coordinator**

Steve Kirk noted that the IT working group and staff working groups have met. There were no other updates.

**Conference Coordinator**

H. Jay Wagner reviewed the SIAAB Conference brochure and budget with the board. Discussion was held regarding Mr. Excel and the need for an increase in the conference price to ensure the conference does not operate at a deficit.

A motion to approve having Mr. Excel present at the SIAAB conference and an increase in the price of the conference from $125 to $150 was made by Leighann Manning and seconded by Amy Macklin. The motion passed unanimously.

The roundtable moderators will be Nikki Lanier for the Chief Internal Auditors, Steve Minder for the IT Auditor, and Tracy Allen for the Staff. If another moderator can be identified the staff roundtable may be split into two different groups.

Stell Mallios notified the Vice Chair Butch Stilwell at 1:29 PM she was having connection issues and was not able to get back into the meeting.

**OLD BUSINESS**

**Potential Legislative Updates**

H Jay Wagner’s office may be willing to sponsor the bill. Jay will circulate the current draft of changes for SIAAB board members to review with their agencies to make sure they do not have any opposition to the changes.

Vice Chair Butch Stilwell asked for a motion to elect Nikki Lanier as Chair of the Board to fill the position vacated by Teri Taylor due to a change in employer. A motion to elect Nikki Lanier was made by Steve Kirk and seconded by Leighann Manning. The motion passed unanimously.

**NEW BUSINESS**

Meeting room has been reserved except for the December meeting which will be held in an upstairs conference room instead of the normal meeting space. Video conferencing is still available in the new meeting room.

**ANNOUNCEMENTS**

The next regular in person meeting of SIAAB is scheduled for August 12, 2025, at 1:00 p.m. The location is IDOT, 2300 S. Dirksen Parkway, Springfield, IL.

**ADJOURNMENT**

A motion to adjourn was made by Steve Kirk and seconded by Leighann Manning. The motion passed unanimously. The meeting adjourned at 1:53 p.m.