

STATE OF ILLINOIS
INTERNAL AUDIT ADVISORY BOARD

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

MINUTES

Board Meeting – July 14, 2020

1:00 p.m.

CALL TO ORDER

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

ROLL CALL

Members Present:

H. Jay Wagner (Chair), Office of the Attorney General
Stell Mallios, Office of the Secretary of State
Leighann Manning, Office of the Treasurer
Jack Rakers, Department of Central Management Services
Gary Shadid, Illinois Office of the Comptroller
Julie Zemaitis, University of Illinois
Natalie Covello, Chicago State University

Members Absent:

Jamie Nardulli, Department of Healthcare and Family Services (notified chair)
Brent Nolen, Illinois State Police (notified chair)
Amy De Weese (Vice Chair), Department of Human Services

Location:

All members participated via teleconference.

TELECONFERENCING DUE TO COVID-19 SITUATION:

The meeting was held via teleconference.

MINUTES

A motion to approve the minutes for the June 9, 2020 SIAAB meeting was made by Mr. Rakers. The motion was seconded by Mr. Shadid. The motion passed with Ms. Zemaitis abstaining.

PUBLIC PARTICIPATION

There was no public participation.

REPORTS AND UPDATES

CPE Coordinator

Ms. Zemaitis reported that there have been no completions and four registrations for the SIAAB online training course since the last Board meeting.

Mr. Wagner stated that the IIA is not expected to suspend CPE requirements for 2020 and will likely be sending a notice soon.

Quality Assurance Coordinator

Mr. Wagner stated that a late QAR letter was received from the Department of Aging noting that they expect to be able to conduct the review next year.

FOIA Officer

Ms. Manning reported that there have been no FOIA requests.

Guidance Coordinator

Ms. Manning stated there was nothing to report.

Conference Coordinator

Mr. Wagner stated that the fall conference would be administered via Zoom and he would be testing the technology beforehand. Mr. Wagner is working to finalize the remaining speakers before the August meeting and will suggest a cost with the aim to break even.

Mr. Wagner proposed having acclaimed speaker, Jan Hargrave, for the conference. She quoted a fee of \$3,000 for 1.5 hour session, a substantial discount from her normal fee. Mr. Shadid motioned to approve the speaker, Ms. Zemaitis seconded. The motion passed unanimously.

Mr. Wagner noted confirmed sessions include “Management Objectives vs Audit Objectives” by Jeannie Alday, Internal Auditor for Savannah County Georgia; “Unique Aspects of the Public Sector Auditor” by Catherine Melvin, Texas Department of Public Safety; and the “State of Illinois Employee Assistance Program” by Magellan Health. Mr. Wagner is still under negotiation for speakers with the Institute of Internal Auditors, the Association of Certified Fraud Examiners, and the Illinois Department of Public Health.

Mr. Wagner stated that the IIA Chicago Chapter promoted the conference to their government members and suggested adding their Fall into Training (FIT) September event to the SIAAB website. The Board was in agreement.

OLD BUSINESS

FCIAA Checklists

Mr. Shadid stated that internal analysis has been completed. Within the next two weeks, he expects to reach out to CMS to discuss before proposed changes are reviewed with the Legislative Audit Commission.

Incident Response

Mr. Wagner stated the topic would be tabled until the Board is again able to have in-person meetings.

NEW BUSINESS

Reservation of SIAAB Rooms 500 ½ Stratton, 09-035 JRTC

Mr. Wagner has requested reservations and awaits DoIT's response.

Retirement of Brent Nolen on July 31, 2020

Mr. Wagner announced the retirement of Brent Nolen and, on behalf of the Board, shared gratitude for his decades of service to Illinois, as well as to SIAAB, the IIA, and the profession.

Passing of Kevin O'Connor

Mr. Wagner announced the passing of Kevin O'Connor, long-time Chief Internal Auditor of the Illinois Housing Development Authority, and, on behalf of the Board sends condolences to family, friends, and those he worked with.

ANNOUNCEMENTS

The next regular meeting is scheduled for August 11, 2020, 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. Shadid, seconded by Ms. Manning. Motion carried unanimously. Meeting adjourned at 1:22 P.M.