

STATE OF ILLINOIS
INTERNAL AUDIT ADVISORY BOARD
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MINUTES
Board Meeting July 19, 2006

The regular meeting of the State Internal Audit Advisory Board was held on July 19, 2006 at the Capital City Center, Springfield, Illinois, Room 103. Chair John Cressman called the meeting to order at 10:03 AM.

Members Present

John W. Cressman, Chair – Illinois Office of Internal Audits (via phone)
Lesslie D. Morgan, Vice-Chair – Office of the Attorney General
Barbara Ringler, Office of the Treasurer
Kathleen Moreno, Eastern Illinois University (Term to 2/1/04)

Guest Present

None

Members Absent

Rusti Cummings, Al DiSilvestro delegated John Navigato to attend in his absence (via phone).

Minutes

The Board reviewed the minutes from the June 14th, 2006 meeting. Mr. Cressman asked if there were any objections to approving the minutes. Ms. Morgan made the motion for approval of the minutes and Ms. Ringler seconded, all members were in favor. The June 14th, 2006 minutes were approved.

Reports/Updates

CPE Coordinator – Online Peer Review Training Update

Ms. Morgan stated since our June meeting there has been one individual who has completed the training course; that individual is Steve Kirk he completed it on June 15th 2006. Ms. Morgan went on to say two individuals had registered but had not completed the course; they are John Thissen and John Bracco. Eduardo Mascorro has deactivated their pass words. Tom Salzmann has registered he is a candidate for the SIU Review he registered on June 7th.

Performance Committee

Ms. Morgan said so far they have four reviews that are in; the oldest of course is Northern Illinois University. Now, NIU is a review that was done prior to the guide lines being put in place. Ms. Morgan said she had sent out to all the members the Peer Review Team Approval/Statement of Independence and Confidentiality Policy forms asking that they be returned by July 31st. Eastern Illinois University has submitted their Peer Review Team Approval/Statement of Independence and Confidentiality Policy. Ms. Morgan stated she can't make assignments to people if the Confidentiality forms have not been approved. Ms. Morgan said she had planned on doing NIU's review and she submitted an Independent and Confidentiality form to the Board for review because she had planned on doing NIU's review. NIU's draft report was dated May 3rd, 2006 and the current report format was approved June 14th, 2006, so NIU's report is in the format applicable at the time of the validation completion date. We also have two that came in, the Attorney General's and Northeastern Illinois University was received on June 30th and Illinois State University was received on July 13th. It was decided that Steve Haywood would be the best candidate to do the review for the Attorney General's office pending Confidentiality Commitment and Statement of Independence Policy. Ms. Morgan also stated NIU's review is the only one she will be able to do, due to all of the other responsibilities she has in serving as the Chair of the Performance Committee.

Old Business

No Old business

New Business

Review the Self Study template to possibly eliminate duplication – it was decided that this would be deferred till next year.

Illinois Commerce Commission's request to have a third person, Kelly Dunn be on the QA review team. Ms. Morgan made the motion to approve Ms. Dunn as being on the QA Review Team, Ms. Ringler seconded contingent upon the completion of the Online Training Course. All members were in agreement with the exception of one member who opposed.

Peer Review Team Approval/Statement of Independence and Confidentiality Policy
Southern Illinois University – the decision was deferred until Ms. Moreno can check into this further.

Peer Review Team Approval/Statement of Independence and Confidentiality Policy for Jim Kincaid – Ms. Ringler made the motion to accept Mr. Kincaid's approval and Ms. Moreno seconded, all members were in agreement.

Peer Review Team Approval/Statement of Independence and Confidentiality Policy for Lesslie Morgan - Ms. Ringler made the motion to accept Ms. Morgan's approval and Ms. Moreno seconded, all members were in agreement.

Announcements

The next meeting will be August 9th, 2006 at 1:00PM at the James R. Thompson Center, Chicago or the Stratton Office Building in Springfield.

Adjournment

A motion to adjourn was made by Ms. Ringler and seconded by Ms. Moreno. All were in favor. The meeting was adjourned at 11:27AM.