MESSAGE FROM THE PRESIDENT

I hope to see everyone at our February events. We kick off February with our regular lunch meeting on Tuesday, February 12 at the Bristol Bar & Grille location downtown where Brad Melhorn will be presenting on Enterprise Risk Management. I am looking forward to this interesting and important topic!

The Louisville Chapter will be holding elections for the 2019-2020 officers at our February lunch meeting. Annually, we elect a President, Vice President, Secretary, and Treasurer. These positions serve from June 1 – May 31 each year, and typically the Vice President will run for President the following year; however this is not always the case, and serving as Vice President is not a requirement for serving as President. Adrien has let me know that she will be unable to run for the President position in 2019 due to a change in her job responsibilities. If you are interested in pursuing any of these positions, please contact Adrien Wade or me. There is a brief description of the roles in the newsletter. Additionally, the IIA offers extensive training at Leadership Academy held annually in Orlando, Florida for the elected President and Vice President. The Louisville Chapter reimburses all expenses for this trip. Additionally, all elected officers, governors, and chapter volunteers are able to attend local district training over the summer.

In my time as a chapter volunteer, I have met such amazing people, and been afforded the opportunity to develop and grow personally. My participation with the Louisville Chapter has provided me so much more than I can explain here. I’d love to discuss this with anyone who is interested in volunteering.

The Louisville Chapter will once again be volunteering at Sanders Elementary in the morning of Friday, March 8 with the “JA in a Day” program. Junior Achievement is a great way to give back to the community! We need a total of 18 volunteers. Volunteers will be paired up to present the JA materials to one class of students. I have always found JA to be easy and rewarding, and hope we can continue to count on volunteers from the Louisville Chapter.

Our Chapter will welcome William Woodington once again for a two-day seminar on Audit Skills March 21 and 22. We will be holding the training at the 12th Floor Conference Room in the Flashcube Building at 9300 Shelbyville Road. IIA Louisville is currently in the early bird registration period, so don’t delay!

Finally, the Louisville Chapter is once again accepting nominations for our annual “Tone at the Top” award. Is there someone at your organization that you would like to nominate for this prestigious honor? Please submit your nomination to me by March 31, 2019.
February Monthly Meeting

Date: Tuesday, February 12, 2019
Registration: 11:30 a.m. - 12:00 p.m. ET
Meeting Time: 12:00 - 1:00 p.m.
Topic: Perspectives on ERM
Presenter(s): Brad Melhorn, Director Enterprise Risk Management, Humana
CPE credits: 1 hour
Cost: Member Price: $25
Non-Member Price: $30
Location: Bristol Bar & Grill - Downtown
614 W. Main Street
Louisville, KY 40202
Registration: Here

LUNCH MENU
The monthly meeting includes your choice of one meal selection:

Blackened Chicken Caesars Salad
Tossed in our house made Caesar dressing and topped with Parmesan Cheese & Croutons.

Buffalo Chicken Wrap
Fried chicken tossed in buffalo sauce, pickle, tomato, coleslaw & blue cheese dressing wrapped in flatbread. Served with chips.

Veggie Stir-Fry
Stir-fried peppers, onions, mushrooms, and snow peas with Thai chili sauce over rice.

Turkey Sandwich
Smoked turkey breast, cheddar cheese, lettuce and tomato on toasted wheat bread (packet of mayonnaise and mustard on the side). Served with chips.

Presentation Summary
“Perspectives on ERM”: Join us for a discussion on perspectives on Enterprise Risk Management (ERM). We will discuss key components of an ERM framework, as well as recent industry trends and related views on ERM.

Presenters’ Profiles - Brad Melhorn, Director Enterprise Risk Management, Humana

Brad Melhorn is an Associate of the Society of Actuaries and a Member of the American Academy of Actuaries. Brad has worked in a variety of Enterprise Risk Management and Investment Risk Management roles across a number of Insurance and Financial Services organizations, and is currently serving as Director-Enterprise Risk Management for Humana.

CIA Exam Prep

Need help with your CIA exam preparations? Join an online CIA review class.

Are you preparing for the Certified Internal Auditor® (CIA®) exam? Do you prefer interactive facilitator-led training, but haven’t found the right course or the time in your schedule? Check out The IIA’s CIA Learning System online facilitator-led courses.

Why enroll in an online facilitator-led CIA course?

- Get your questions answered. Interact with a CIA-certified expert instructor and your peers to clarify difficult topics and apply them to real-world situations.
- Curb the urge to procrastinate. Follow a set curriculum to complete your CIA preparations on schedule.
- Create a flexible class schedule. Since schedules can be difficult to predict, this online course allows you to study any time of the day or night – wherever you have Web access.
- Qualify for tuition reimbursement. Many companies offer tuition reimbursement for courses offered through accredited colleges and universities.
CALL FOR VOLUNTEERS

A list of current chapter committees is on page six. Chairpersons for each committee are appointed each year by the newly-elected chapter presidents. Volunteers are needed to work under the director of the committee chairpersons.

Remember that you help shape the success of the chapter through all of your volunteering efforts. If you have not previously, or recently, served on a chapter committee, please seriously consider volunteering.

If you have an interest in a certain committee and would like to serve, or have questions about specific committee responsibilities, please contact Sonja Heath or Adrien Wade.

OFFICER ELECTION

The election of new officers for the June 2019 – May 2020 chapter year will take place at our February 12th monthly luncheon meeting. We officially began accepting nominations for these positions at the December luncheon. Below is a list of the officer positions with a quick synopsis of related responsibilities. If you have any questions about serving as an officer, or would like to make a nomination, please contact our current President, Sonja Heath, or our current Vice President, Adrien Wade. Nominations are due no later than Friday, February 8, 2019.

President: The chapter’s president is the executive head of the chapter responsible for the enforcement of the Bylaws of The Institute of Internal Auditors, Inc., the Bylaws of the chapter, and ensuring appropriate controls are in place to ensure fiduciary responsibility of the chapter is managed.

Vice President: The chapter’s vice president shall have such duties and powers as may be prescribed by the Board of Governors or delegated by the chapter’s president. The vice president is also responsible for coordinating programs for the chapter’s luncheon and afternoon meetings.

Secretary: The chapter’s secretary is responsible for making reports required by the Board of Governors or as required by the secretary of The Institute of Internal Auditors. The secretary is additionally responsible for the Chapter Achievement Program (CAP) reporting.

Treasurer: The chapter’s treasurer is charged with the custody of the funds of the chapter and the proper disbursement thereof under the rules prescribed by the Board of Governors. Additional responsibilities include generating financial statements and maintaining the bank accounts.

2019 Tone at the Top Award

IIA Louisville Accepting Nominations for the 2019 Tone at the Top Award

The IIA Louisville is excited to begin accepting applications for our Third Annual Tone at the Top Award. Please complete the application, and return it to Sonja Heath by March 31, 2019. The application can be found on the Chapter website here. The award will be presented at our May 2019 lunch meeting.

IIA Certification News (there was one other news item that I had emailed to you, but this is in addition to that)

The Louisville Chapter is considering providing an instructor led review course for the CIA exam. If you would be interested in this, please reach out to our Certifications Chair, Bob Aemmer.

Additionally, the IIA Louisville Chapter has a discount program available to our Chapter members only for study materials from Gleim. Information on this program is available here. Please note, you will be required to log in using your IIA credentials to access this Member’s Only page.
Derby City Disclosures

**Audit Skills Training**

**Date:** Thursday, March 21, 2019 & Friday, March 22, 2019

**Topic:** Audit Skills Training Course

**Presenter(s):** Woodington Training Solutions

**CPE credits:** 16 CPE

**Cost:**
- Early Bird on or before February 15, 2019
  - Member Price: $550
  - Non-Member Price: $600
- After February 15, 2019
  - Member Price: $600
  - Non-Member Price: $650

**Location:**
9300 Shelbyville Rd
12th Floor Conference Room
Louisville, KY 40222

**Registration:** [Here](#)

Intermediate Auditing Skills Seminar

This class is for individuals who need training related to audit skills. Audit topics and behavioral topics are presented in the class. The class topics include risk, internal auditing, the successful auditor, interim performance appraisals, assertiveness, fieldwork, exit meetings, reporting, follow-up, and workplace conduct/professionalism.

What you will gain from this seminar:

- Gain an understanding of risk and audit’s role in risk assessment
- Discover how internal auditing provides value to an organization
- Learn about the IIA standards and the components of internal control as defined by COSO
- Identify the key attributes of a successful auditor
- Identify the key components of audit evidence, sampling, and fraud auditing
- Learn the key components of an Issue and Recommendation (I&R)
- Identify the key components and related deliverables of each phase in the audit process
- Practice identifying proper workpaper documentation including workpaper review
- Identify proper ways to handle staff and business partner behavioral issues including conflict management
- Identify the key components of audit reporting and follow-up
- Practice key assertiveness techniques in dealing with conflict and criticism
- Identify appropriate workplace conduct and professionalism attributes

Auditors and compliance specialists who desire additional skills related to internal auditing should attend this seminar.
The Louisville Chapter of the Institute of Internal Auditors will be volunteering again at Sanders Elementary, for our 11th year of teaching!

We will be volunteering on **Friday, March 8th**. The teaching time will be 8:30 – 11:30.

Sanders Elementary has requested that we instruct all grades, Kindergarten – 2nd grade (3 classes per grade). Please mark your calendars and find a teaching buddy to volunteer with you! You are welcome to invite your fellow co-workers to participate – we will need at least 18 volunteers.

We will provide a brief training session so you can gather your JA materials, get your class list, and have any questions answered. Training will be held at Noon on **Wednesday, February 27th** in Waterfront Plaza (321 W Main St.) in the East Tower on the 10th Floor Goldfinger room.

Please use the attached link [here](#) to sign up to volunteer. When you sign up you will be able to select your preferred grade. If you have done this in the past, please join us again! We are working with JA and the school to ensure that we have teacher participation while we are in the classroom so that the students get the most out of these lessons.

Looking forward to another successful year, thanks to your help! If you have questions, please contact Tracy Wilkerson ([twilkerson1@humana.com](mailto:twilkerson1@humana.com) or 502.476.1095).

---

**MONTHLY CAP UPDATE**

**MONTHLY CAP UPDATE**

**CAP Update**

**February 2019**

In January, we earned CAP points by hosting the monthly luncheon meeting on the topic “Mapping the Future: The Next Steps in Your Career” presented by Andrea Higgins and Barb Burridge from Robert Half. Chapter leadership held a Board of Governor’s meeting plan events for the remainder of the Chapter year. Points have also been earned by our leadership for submitted various administrative documents to the IIA.
CIA Exam Changes Coming January 2019

To ensure the material within all three parts of the CIA exam stays current and valid, the CIA underwent a global job analysis study to determine the knowledge, skills, and abilities most applicable to today’s internal audit practitioners. The study results indicated the need to revise the exam syllabi to reflect the evolution of the internal audit profession worldwide.

As a result of the study, the updated CIA exams will take effect January 2019 (in English only) as follows:

- Three exam parts are balanced, clear, and uniform.
- Minimal duplication and overlap among exam parts.
- Aligned with The IIA’s International Standards for the Professional Practice of Internal Auditing.
- Up-to-date with the current global practice of internal auditing.
- Covers the knowledge, skills, and abilities exam candidates must possess to be the most competent and capable internal auditor possible.

Each candidate should review the changes and determine the best timing to complete their individual studies and take the exam. Please review the CIA Exam: Why and How It’s Changing Handbook and CIA Exam: FAQs for additional details.

Certification Reporting

2018 CPE/CPD (continuing professional development requirements) reporting is now open. Log in to the Certification Candidate Management System (CCMS) to complete the CPE or CPD Reporting Form.

The reporting deadline is Dec. 31 each year. Should you fail to report your CPE/CPD, your certification/qualification will become inactive, and as a result, you are no longer approved to represent yourself as a certified individual. Individuals remaining "Inactive" for 12 months or longer will be charged a certification reinstatement fee.

NEW! In 2018, two of your CPE/CPD credits must be earned in Ethics. The IIA currently provides Ethics for Internal Auditors, an OnDemand course that can help you obtain these CPE. The IIA will be adding additional ethics training options throughout 2018 and beyond.

As an IIA certified or qualified professional, you are responsible for ensuring that the CPE or CPD information in your report is accurate. You must include your membership or customer identification number when reporting your CPE or CPD. Get more information on CPE reporting steps for current and inactive certificates.

Future IIA Seminars and Conferences

<table>
<thead>
<tr>
<th>Conference</th>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Audit Management Conference</td>
<td>March 11-13, 2019</td>
<td>Gaylord Texan/Dallas/Ft. Worth, TX</td>
</tr>
<tr>
<td>Internal Conference</td>
<td>July 7-10, 2019</td>
<td>Anaheim, CA</td>
</tr>
<tr>
<td>Financial Service Exchange</td>
<td>September 16-18, 2019</td>
<td>Washington DC</td>
</tr>
<tr>
<td>Women in Internal Audit Leadership</td>
<td>September 18, 2019</td>
<td>Washington DC</td>
</tr>
</tbody>
</table>
Area employers are eligible for free recruitment postings on the Louisville IIA website and in the monthly newsletter, IF at least one employee is a member of the local chapter. Newsletter advertisement rates for employers without a local chapter member and executive search firms are: $50 – ½ page; $100 – full page. Paid advertisements also include posting of recruitment information on the chapter website for one month. Payments must be received prior to posting. For more information, please email the Louisville IIA Chapter President or Secretary.