Hello Everyone,

As we wrap up the Chapter fiscal year, we want to say thank you to all of our members. Without our active and supportive Chapter members, we could not achieve the success our Chapter has attained. And what better way to celebrate than a ball game! See page 5 for all the details. Please plan to attend the member recognition session as well, we want to celebrate and specifically recognize some of our most supportive members! Thank you all for a great year!

— The Membership Committee

**Monthly Update**

**CAP (Chapter Achievement Points)**

Just wanted to remind Chapter members about CAP points. Our Chapter reports our activity each month to The IIA. This helps track the progress of our Chapter in achieving our goals and provides a numerical comparison to other chapters. We receive points when our members participate in various activities, such as giving presentations, writing/submitting/publishing audit related articles, writing CIA exam questions, etc.

If you, or someone you know, is involved in something like this let us know. We would like to recognize their achievement and reflect it in Chapter reporting. If you are not sure the activity qualifies, let us know and we will look into it further. Email the information that you think may qualify to any Chapter officer. The contact information for all officers is on the last page of every newsletter.

With outstanding member support, the Ozarks Chapter has maintained Gold status the last six consecutive years and just added **year seven** this month! We had another very strong year and look forward to adding year eight! Two more and we achieve Platinum! We couldn’t do it without you!
The IIA offers webinars each month to members at no cost. Speakers and topics vary, but participants receive 1 NASBA CPE for each webinar. Registration is required, see The IIA website for registration details. Additionally, previous members only webinars are archived and accessible to members at no cost from The IIA website.

**The next Members Only webinar:**

**Career Development for the Internal Auditor**

**Date:** TUESDAY, JUNE 18, 2013  
**Time:** 12 NOON—1 P.M. CST

Visit The IIA website for registration and more information: www.theiia.org

**Upcoming IIA Members Only Webinars**

The IIA also publishes scheduled upcoming Members Only Webinars and other free online events. Mark your calendar and don’t forget to register for these interesting topics and earn one free CPE!

**July 2013:**

**Title:** Pulse of the Profession  
**Date:** TUESDAY, JULY 30, 2013  
**Time:** 12 NOON—1 P.M. CST

**August 2013:**

**Title:** Enterprise Risk Management  
**Date:** TUESDAY, AUGUST 13, 2013  
**Time:** 12 NOON—1 P.M. CST

**September 2013:**

**Title:** Cybersecurity: The Effectiveness of Your Controls  
**Date:** TUESDAY, SEPTEMBER 17, 2013  
**Time:** 12 NOON—1 P.M. CST

Visit The IIA website for registration and more information: www.theiia.org
Time is Running Out - Get Registered!

The IIA's 2013 International Conference theme is “One World, One Profession, One Destination.” The International Conference will be held July 14-17 in Orlando, Florida, USA.

Visit The IIA website for more details, registration and the conference brochure: www.theiia.org

Official Accommodations of The IIA’s 2013 International Conference:

**Orlando World Center Marriott Resort and Convention Center**

Discover an extraordinary getaway among resorts in Orlando at the spectacular Orlando World Center Marriott Resort and Convention Center.

Notes from the Conference Chairman:

The IIA’s 2013 International Conference is making history—

- This is the first International Conference (in 71 years) to be held in Orlando, Florida.
- This is the first ever being hosted by The IIA’s Global Headquarters’ staff.
- The first time International Conference delegates will have an entire resort and convention center exclusively to themselves—the magnificent Orlando World Center Marriott Resort and Convention Center.
- A first-ever International Conference with a full track of sessions presented in Spanish.

In addition—

- An unprecedented number of career-spanning educational sessions (84 sessions in 12 tracks)
- Group discounts available—for every 10 registrants, the 11th is complimentary.

Don’t miss out—REGISTER NOW!
CITY OF SPRINGFIELD—INTERNAL AUDITOR
Unclassified position—“Open until Filled”

DUTIES: Responsible for performing a broad program of operational analyses involving both operational and financial audits and a variety of other analytical tasks relating to the efficient and economical operation of City government.

REQUIRES: A Bachelor’s degree in Accounting with minimum of four years experience in professional Accounting and auditing work preferably in the area of governmental or not-for-profit accounting/auditing; or any equivalent combination of education and experience which would provide the above knowledge, skills, and abilities. In addition, CPA certification or specialized training and experience in governmental or business investigation or administration is required. Experience leading, directing or supervising others is preferred. Must possess and maintain a valid MO Driver’s license and an excellent driving record. Licensed CPA certification is preferred.

SALARY: $55,798.08 - $86,349.12 Annually is complete salary range.

APPLICATION DEADLINE: Search Committee will consider all applications/resumes received by May 31, 2013; however, applications/resumes will be accepted until the position is filled.

Apply on line at our website: http://www.springfieldmo.gov or in person to City of Springfield, 840 Boonville, Room 324, Springfield, MO 65802. All resumes should include your social security number. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin or disability. We comply with ADAAA. Pre-employment drug testing required. EOE/AA

MISSOURI STATE UNIVERSITY – DIRECTOR OF INTERNAL AUDIT:
Missouri State University is accepting applications for a DIRECTOR OF INTERNAL AUDIT AND COMPLIANCE. Missouri State University is a public, comprehensive university system with a mission in public affairs, whose purpose is to develop fully educated persons with a focus on ethical leadership, cultural competence and community engagement.

Missouri State University is a three-campus metropolitan system—wide university with a total enrollment of 23,000 students and approximately 15% of the students enrolled in graduate studies. In FY 2012, the University was awarded over $18 million in grants and contracts. The University has a two-year college campus in West Plains, and an agriculture research campus in Mountain Grove. The University has an operating budget of $243M. The Springfield campus consists of 225 acres with 66 facilities valued at approximately $380M. In addition, a 125 acre agriculture center exists in the southwest area of the city. Springfield is the third-largest city in the state with an immediate metropolitan population of over 400,000. Supported by an industrial/manufacturing base and a rapidly expanding tourism and recreation industry, the community also serves as a regional center for health services for the surrounding four-state area.

The Director of Internal Audit and Compliance is responsible for administering the internal audit activity of the University by directing audits of academic and administrative departments and activities and by developing a comprehensive, practical program of audit coverage for the University, overseeing operational risk management, coordinating compliance efforts throughout the University, and investigating compliance lapses and allegations of wrongdoing, managing or performing assignments that may vary in complexity and supervising staff in conducting the internal audits, reviewing and analyzing transactions, documents, records, reports, and accounts relating to University operations and functions, and preparing acceptable working papers and audit reports of audit findings, performing special reviews and projects as requested by the Board of Governors and University administrators and serves as the University’s official custodian of public records.

For req. qualifications and application procedures: https://jobs.missouristate.edu or call (417) 836-4683. Pay Grade: Unclassified. Salary is commensurate with education and experience. First date of consideration will be June 10, 2013. Successful candidates must be committed to working with diverse student and community populations. Employment will require a criminal background check at University expense. AA/EOE.
DATE: FRIDAY, JUNE 21, 2013
TIME/PLACE: 3:00 PM UNIVERSITY PLAZA FOR CPE
          4:00 PM MEMBERSHIP AWARDS AND NETWORKING
          6:00 PM GATES OPEN AT HAMMONS FIELD
          7:09 PM SPRINGFIELD CARDINALS VS ARKANSAS TRAVELERS
          SEATING IN THE ROOST—INCLUDES ALL YOU CAN EAT
          CONCESSION STAND

PROGRAM TOPIC: LEADERSHIP

SPEAKER: Matt Gifford, Vice President/General Manager, Springfield Cardinals
Matt is a 1995 graduate of Indiana University where he was a member of the Hoosiers baseball team and interned in the IU Athletic Department. Matt began his career with the Cardinals in January of 1996 as a season ticket sales representative. He quickly moved into Community Relations to promote Cardinals baseball and spearhead their philanthropic endeavors. In 1998 he was promoted to the Marketing/Corporate Sales department. Matt was named Vice President of the St. Louis Cardinals in 2004 then relocated to Springfield as the general manager of the new Springfield Cardinals franchise.

CPE: 1 Hour

COST: FREE FOR IIA MEMBERS
ADDITIONAL TICKETS TO THE GAME MAY BE PURCHASED FOR $24
A $24 fee will apply to all cancellations after June 6 and “no-shows”.

RSVP: Ron Rosendahl, 417-235-4114 ext 722108 or OzarksChapterIIA@gmail.com

Tickets are limited so please RSVP by June 6 to guarantee availability. Late reservations will be accepted based on ticket availability.

In your RSVP please indicate if you plan to attend the entire event, only the game or only the CPE segment. Game tickets will be distributed at University Plaza unless other arrangements are made in advance.
2013 Midwest District Conference

The 2013 Midwest District Conference will be held at the Des Moines Marriott Downtown, in Des Moines, Iowa. The conference is scheduled to coincide with, and includes a networking event at, the Iowa State Fair. The Iowa State Fair is one of the oldest and largest agriculture and industrial expositions in the US, attracting over a million visitors the last few years.

The Midwest District Conference includes top notch speakers across four primary tracks: Best Practices and Emerging Issues, Audit Management and Skill Development, Fraud and Ethics, and Information Technology. Keynote speakers include James Lam, President of James Lam & Associates, and Carolyn Saint, Chairperson of North American Board of The IIA.

For more information and registration information visit the Central Iowa Chapter—IIA website at http://chapters.theiia.org/central-iowa.

Ozarks Chapter Website Totally Revamped

The IIA recently revamped the chapter website platform, resulting in a whole new look and feel. The website will be easier to maintain and update from the chapter administration side, and more user friendly for navigation from the member side. It is a work in progress as we get all the information transferred and updated, but it is up and running and looks great. Please check it out when you have time at https://chapters.theiia.org/ozarks/Pages/default.aspx.

Join Us on LinkedIn!

The Ozarks IIA Chapter now has a LinkedIn group! Just one more way we are trying to stay connected to our members and provide them with the most up-to-date and beneficial information. The group is Institute of Internal Auditors (IIA) - Ozarks Chapter. Request to join the group or contact Lori Cantrell (Lori.Cantrell@coxhealth.com) for more information.
Seminar Recap

John Hall provided yet another great seminar—thanks to all the members and guests in attendance! John spent the majority of the day talking about communication and interpersonal issues for auditors and wrapped up the day with some discussion on advanced fraud concepts for internal auditors. John also provided some great bonus material for the group. With his permission we thought we would periodically share some of the more applicable items. Following is a quick reference sheet on invoice review that would be a great handout to department managers. Fee free to utilize at your company.

Seminar Handout

BEFORE APPROVING INVOICES FROM VENDORS AND CONTRACTORS
“Good Questions to Ask!”

Each day, managers review and approve thousands of invoices, contractor statements, timesheets, expense reimbursements, purchasing card details, and other documents that cause cash to be disbursed. All too often, that approval becomes a “rubber stamp” with little active thought about what the approval step really means. “Signatures without thought” make it easy for those who are trying to fool us. Approval of transactions that turn out to be fraudulent can be embarrassing at best and career limiting at worst!

Managers are encouraged to answer these basic questions before approving invoices and other payment documents. All address the general question of:

“How do I know?”

How well do I know this vendor or contractor? Do I have first hand knowledge that they even exist?

Do I know that they actually provided the goods or services identified in the invoice or other billing statement?

Do I know that they are using the correct amounts for price (including unit prices used), sales tax, freight, and other variables that make up the amount invoiced?

On what basis do I know that the prices are reasonable in the first place? What standard have I used in determining that the price charged is fair?

How do I know that the quantities make sense? On what basis have we agreed to purchase the stated quantities?

How do I know that the invoice and other documents are mathematically correct?

Do I know that this invoice has not already been paid?

NOTE: Reproduced with permission from John Hall, Hall Consulting, Incorporated
Mark Your Calendar!

Mark your calendar for these upcoming IIA events:

- **JUNE 21, 2013**—Member Appreciation Event
  - 3:00 PM University Plaza—CPE Event, Matt Gifford, VP/GM Spfld Cardinals
  - 4:00 PM University Plaza—Membership Awards and Networking
  - 6:00 PM Hammons Field—Gates open
  - 7:09 PM Springfield Cardinals vs. Arkansas Travelers—Game starts

Reminders

- Please make sure that your information, including email address, is current with The IIA: Visit www.theiia.org and log in, then click on the link “Your Profile” at the top.
- Keep an eye on our [website](#) for any additional news and information!
- Do you have questions? Comments? Do you know someone that deserves recognition? Do you know of job opportunities? Would you like to contribute? Let us know. Chapter members are encouraged to contact any Officer with suggestions or comments.

### 2012/2013 Chapter Officers and Board

**President**
Lori Cantrell, Cox Health Systems  
Lori.Cantrell@coxhealth.com

**Vice President**
Cynthia Bennett, Mercy  
Cynthia.Bennett@Mercy.Net

**Secretary**
James Boutwell, CHAN Healthcare Auditors  
JBoutwell@chanllc.com

**Treasurer**
Avery Hudson, Liberty Bank  
ahudson@therisingstar.com

**Past President**
Jennifer Jenkins, Metropolitan National Bank  
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**Board Member**
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**Board Member**
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