

**Illinois Housing Development Authority**  
**Internal Audit Department**  
**Audit Committee Minutes**  
**March 17, 2023**

- For the Audit Committee and Board of Directors: Tom Morsch, Committee Chair  
Brice Hutchcraft, Committee Member  
King Harris, Board Chair  
Daniel Hayes, Board Member  
Luz Ramirez, Board Member  
Sonia Berg, Board Member  
Sam Tornatore, Board Member
  
- For the Authority: Kristin Faust, Executive Director  
Karen Davis, Deputy Executive Director  
Lawrence Grisham, Assistant Executive Director  
Ed Gin, Chief Financial Officer  
Maureen Ohle, General Counsel  
Christina Lopez, Chief Internal Auditor  
Ebony Peggs, Internal Auditor  
Asha Mathunny, Asst. Dir., Data & Reporting Strategic Response

The meeting was called to order at 9:00 A.M. by Mr. Morsch

- I. Approval of Audit Committee Minutes from December 16  
Mr. Morsch presented the Audit Committee minutes. There were no comments. The minutes were approved as submitted.
  
- II. FY2023 Audit Plan Status Report  
Ms. Lopez presented the FY2023 Audit Plan Status Report. She noted that four audits have been completed since the issuance of the December Audit Committee package including ILRPP 2.0. Two audits are in progress, Investments, and First Mortgage and Down Payment Assistance, and two audits were initiated since the report package was issued, Accounting and Reporting of Governmental funds, and Illinois Emergency Homeowner Assistance Fund (ILHAF).
  
- III. Open Findings Status Report  
Ms. Lopez presented the Open Findings Status Report. There were six closed findings. She noted there were three closed findings for ILRPP 1.0, two closed findings for Cybersecurity and one closed finding for Benefits and Salary Administration review.

IV. Internal Audit Report

Ms. Lopez presented the Internal Audit Reports.

Illinois Rental Payment Program (ILRPP) 2.0 Review #2023-001

Ms. Lopez stated that ILRPP 2.0 was administered by the Strategic Response Unit in response to Illinois renters impacted by the pandemic. There were three high risk findings and one medium risk finding regarding missing evidence of review, policies, procedures and compliance, Unqork issues and missing documentation.

Illinois Affordable Housing Trust Fund Administration (IAHTF) Review #2023-003

Ms. Lopez stated that IAHTF is a resource for gap financing for affordable housing for income households. No findings were identified during this review.

Illinois Rental Payment Program (ILRPP) County Agreed Upon Procedures (AUPs) and Illinois Department of Commerce & Economic Opportunity (DCEO) Procedures Consultation #2023-004C

Ms. Lopez stated that Internal Audit reviewed the responses and testing for AUP and DCEO. One key difference between a full audit and a consultation is there are no findings and Internal Audit does not follow up.

Mr. Morsch asked how much ILRPP funds have been dispersed to Kane County. Ms. Faust noted that approximately \$150,000,000 has been dispersed. Mr. Morsch commended IHDA for processing approximately 75,000 applications for ILRPP with minimal findings.

Workiva Installation Consultation #2023-005C

Ms. Lopez stated that Workiva is cloud-based financial reporting software used by the Accounting Department to create financial statements and reports. There was one observation regarding roles and permissions.

V. Informational Updates

Ms. Lopez went over the informational updates. There is one vacancy for Senior Internal Auditor.

FY2022 audit is currently in progress and being performed by Clifton Larson Allen (CLA). Mr. Morsch asked about the status of CLA audits in progress. Mr. Gin responded that the financial audit was completed December 2022, the Single audit is expected to be completed by the end of March 2023, the Compliance audit is expected to be completed April 2023 and he anticipates the next audit will be initiated June 2023.

Internal Audit staff is on track with completing their Continuing Professional Education (CPE) requirements for the 2023-2024 period.

The meeting concluded at approximately 9:09 AM.