

**STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM**

**COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2014**

STATE OF ILLINOIS
 LEGISLATIVE INFORMATION SYSTEM
 COMPLIANCE EXAMINATION
 For the Two Years Ended June 30, 2014

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STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2014

AGENCY OFFICIALS

Executive Director

Tim Rice

Administrative Services Manager

Donna Burke

Agency office is located at:

705 Stratton Office Building
Springfield, IL 62706

October 2, 2014

Honorable William G. Holland
Auditor General
740 East Ash Street
Springfield, IL 62703

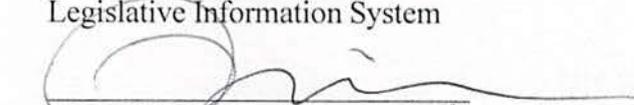
Auditor General Holland:

We are responsible for the identification of, and compliance with, all aspects of laws, regulations, contracts, or grant agreements that could have a material effect on the operations of the Illinois Legislative Information System. We are responsible for and we have established and maintained an effective system of internal controls over compliance requirements. We have performed an evaluation of the Legislative Information System's compliance with the following assertions during the two-year period ended June 30, 2014. Based on this evaluation, we assert that during the years ended June 30, 2013 and June 30, 2014, the Legislative Information System has materially complied with the assertions below.

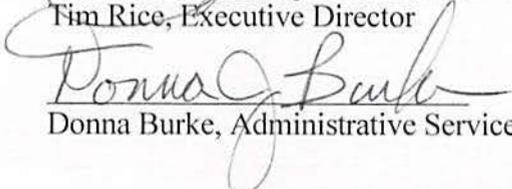
- A. The Legislative Information System has obligated, expended, received and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The Legislative Information System has obligated, expended, received and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The Legislative Information System has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. State revenues and receipts collected by the Legislative Information System are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate, and in accordance with law.

Yours truly,

Legislative Information System



Tim Rice, Executive Director



Donna Burke, Administrative Services Manager

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2014

COMPLIANCE REPORT

SUMMARY

The compliance testing performed during this examination was conducted in accordance with *Government Auditing Standards* and in accordance with the Illinois State Auditing Act.

ACCOUNTANT'S REPORT

The Independent Accountant's Report on State Compliance, on Internal Control Over Compliance and on Supplementary Information for State Compliance Purposes does not contain scope limitations, disclaimers, or other significant non-standard language.

SUMMARY OF FINDINGS

| <u>Number of</u> | <u>Current</u> | <u>Prior</u> |
|--|----------------|--------------|
| Findings | Report | Report |
| Findings | 0 | 0 |
| Repeated findings | 0 | 0 |
| Prior recommendations implemented or not repeated | 0 | 0 |

EXIT CONFERENCE

The Legislative Information System waived an exit conference in correspondence dated October 6, 2014.

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OFFICE OF THE AUDITOR GENERAL
WILLIAM G. HOLLAND

INDEPENDENT ACCOUNTANT'S REPORT ON STATE COMPLIANCE,
ON INTERNAL CONTROL OVER COMPLIANCE, AND ON
SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES

Honorable William G. Holland
Auditor General
State of Illinois

Compliance

We have examined the Illinois Legislative Information System's compliance with the requirements listed below, as more fully described in the Audit Guide for Financial Audits and Compliance Attestation Engagements of Illinois State Agencies (Audit Guide) as adopted by the Auditor General, during the two years ended June 30, 2014. The management of the Legislative Information System is responsible for compliance with these requirements. Our responsibility is to express an opinion on the Legislative Information System's compliance based on our examination.

- A. The Legislative Information System has obligated, expended, received, and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The Legislative Information System has obligated, expended, received, and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The Legislative Information System has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. State revenues and receipts collected by the Legislative Information System are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants; the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of

the United States; the Illinois State Auditing Act (Act); and the Audit Guide as adopted by the Auditor General pursuant to the Act; and, accordingly, included examining, on a test basis, evidence about the Legislative Information System's compliance with those requirements listed in the first paragraph of this report and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Legislative Information System's compliance with specified requirements.

In our opinion, the Legislative Information System complied, in all material respects, with the compliance requirements listed in the first paragraph of this report during the two years ended June 30, 2014.

Internal Control

Management of the Legislative Information System is responsible for establishing and maintaining effective internal control over compliance with the requirements listed in the first paragraph of this report. In planning and performing our examination, we considered the Legislative Information System's internal control over compliance with the requirements listed in the first paragraph of this report to determine the examination procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Audit Guide, issued by the Illinois Office of the Auditor General, but not for the purpose of expressing an opinion on the effectiveness of the Legislative Information System's internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Legislative Information System's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with the requirements listed in the first paragraph of this report on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a requirement listed in the first paragraph of this report will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

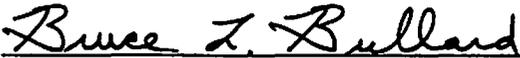
There were no immaterial findings that have been excluded from this report.

Supplementary Information for State Compliance Purposes

Our examination was conducted for the purpose of forming an opinion on compliance with the requirements listed in the first paragraph of this report. The accompanying supplementary information for the years ended June 30, 2014 and June 30, 2013 in Schedules 1 through 8 and the Analysis of Operations Section is presented for purposes of additional analysis. We have applied certain limited procedures as prescribed by the Audit Guide as adopted by the Auditor General to the June 30, 2014 and June 30, 2013 accompanying supplementary information in Schedules 1 through 8. However, we do not express an opinion on the accompanying supplementary information.

We have not applied procedures to the June 30, 2012 accompanying supplementary information in Schedules 3 through 7 and in the Analysis of Operations Section, and accordingly, we do not express an opinion or provide any assurance on it.

This report is intended solely for the information and use of the Auditor General, the General Assembly, the Legislative Audit Commission, the Governor, and agency management and is not intended to be and should not be used by anyone other than these specified parties.



BRUCE L. BULLARD, CPA
Director of Financial and Compliance Audits

Springfield, Illinois

October 2, 2014

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2014

SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES

SUMMARY

Supplementary Information for State Compliance Purposes presented in this section of the report includes the following:

- Fiscal Schedules and Analysis:
 - Schedule of Appropriations, Expenditures and Lapsed Balances
 - Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances
 - Schedule of Changes in State Property
 - Comparative Schedule of Cash Receipts and Reconciliation of Cash Receipts to Deposits Remitted to the Comptroller
 - Analysis of Significant Variations in Expenditures
 - Analysis of Significant Variations in Receipts
 - Analysis of Significant Lapse Period Spending

- Analysis of Operations (Not Examined):
 - Agency Functions and Planning Program (Not Examined)
 - Average Number of Employees (Not Examined)
 - Service Efforts and Accomplishments (Not Examined)

The accountant's report that covers the Supplementary Information for State Compliance Purposes presented in the Compliance Report Section states the accountants have applied certain limited procedures as prescribed by the Audit Guide as adopted by the Auditor General to the June 30, 2014 and June 30, 2013 accompanying supplementary information in Schedules 1 through 8. However, the accountants do not express an opinion on the supplementary information. The accountant's report also states that they have not applied procedures to the Analysis of Operations Section, and accordingly, they do not express an opinion or provide any assurance on it.

STATE OF ILLINOIS
 LEGISLATIVE INFORMATION SYSTEM
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
 Appropriations for Fiscal Year 2014

Fourteen Months Ended August 31, 2014

| Public Act 98-0064 | Appropriations | Expenditures through 6/30/2014 | Lapse Period Expenditures 7/01 - 8/31/14 | Total Expenditures | Balances Lapsed |
|--|----------------------------|--------------------------------------|--|----------------------------|----------------------------|
| APPROPRIATED FUNDS | | | | | |
| GENERAL REVENUE FUND - 0001 | | | | | |
| Lump Sum for Operational Expenses | \$ 5,166,700 | \$ 4,220,830 | \$ 539,379 | \$ 4,760,209 | \$ 406,491 |
| Total General Revenue Fund | <u>\$ 5,166,700</u> | <u>\$ 4,220,830</u> | <u>\$ 539,379</u> | <u>\$ 4,760,209</u> | <u>\$ 406,491</u> |
| GENERAL ASSEMBLY COMPUTER EQUIPMENT REVOLVING FUND - 0155 | | | | | |
| Purchase, Maintenance, and Rental of General Assembly Electronic Data Processing Equipment and Other Operational Purposes of the General Assembly | \$ 1,600,000 | \$ 18,451 | \$ 2,174 | \$ 20,625 | \$ 1,579,375 |
| Total General Assembly Computer Equipment Revolving Fund | <u>\$ 1,600,000</u> | <u>\$ 18,451</u> | <u>\$ 2,174</u> | <u>\$ 20,625</u> | <u>\$ 1,579,375</u> |
| TOTAL ALL APPROPRIATED FUNDS | <u><u>\$ 6,766,700</u></u> | <u><u>\$ 4,239,281</u></u> | <u><u>\$ 541,553</u></u> | <u><u>\$ 4,780,834</u></u> | <u><u>\$ 1,985,866</u></u> |

Note 1: Appropriations, expenditures, and lapsed balances were taken from the System's records and have been reconciled to those of the State Comptroller.

Note 2: Expenditure amounts are vouchers approved for payment by the System and submitted to the State Comptroller for payment to the vendor.

STATE OF ILLINOIS
 LEGISLATIVE INFORMATION SYSTEM
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
 Appropriations for Fiscal Year 2013

Fourteen Months Ended August 31, 2013

| Public Act 97-0726 | Expenditures Through 6/30/2013 | Lapse Period Expenditures 7/01 - 8/31/13 | Total Expenditures | Balances Lapsed | |
|--|--------------------------------------|--|--------------------------|----------------------------|----------------------------|
| Appropriations | | | | | |
| APPROPRIATED FUNDS | | | | | |
| GENERAL REVENUE FUND - 0001 | | | | | |
| Lump Sum for Operational Expenses | \$ 5,166,700 | \$ 4,632,004 | \$ 464,584 | \$ 5,096,588 | \$ 70,112 |
| Total General Revenue Fund | <u>\$ 5,166,700</u> | <u>\$ 4,632,004</u> | <u>\$ 464,584</u> | <u>\$ 5,096,588</u> | <u>\$ 70,112</u> |
| GENERAL ASSEMBLY COMPUTER EQUIPMENT REVOLVING FUND - 0155 | | | | | |
| Purchase, Maintenance, and Rental of General Assembly Electronic Data Processing Equipment and Other Operational Purposes of the General Assembly | \$ 1,600,000 | \$ 14,503 | \$ 6,350 | \$ 20,853 | \$ 1,579,147 |
| Total General Assembly Computer Equipment Revolving Fund | <u>\$ 1,600,000</u> | <u>\$ 14,503</u> | <u>\$ 6,350</u> | <u>\$ 20,853</u> | <u>\$ 1,579,147</u> |
| TOTAL ALL APPROPRIATED FUNDS | <u><u>\$ 6,766,700</u></u> | <u><u>\$ 4,646,507</u></u> | <u><u>\$ 470,934</u></u> | <u><u>\$ 5,117,441</u></u> | <u><u>\$ 1,649,259</u></u> |

Note 1: Appropriations, expenditures, and lapsed balances were taken from the System's records and have been reconciled to those of the State Comptroller.
 Note 2: Expenditure amounts are vouchers approved for payment by the System and submitted to the State Comptroller for payment to the vendor.

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
For the Fiscal Years Ended June 30, 2014, 2013, and 2012

| | FISCAL YEAR | | |
|--|---------------------------|---------------------------|---------------------------|
| | 2014 | 2013 | 2012 |
| | <u>Public Act 98-0064</u> | <u>Public Act 97-0726</u> | <u>Public Act 97-0054</u> |
| GENERAL REVENUE FUND - 0001 | | | |
| Appropriations (Net After Transfers) | \$ 5,166,700 | \$ 5,166,700 | \$ 5,166,700 |
| Expenditures | | | |
| Personal Services | \$ - | \$ - | \$ 2,449,965 |
| Employee Retirement | | | |
| Contribution Paid by Employer | - | - | 98,067 |
| Contribution to Social Security | - | - | 180,346 |
| Contractual Services | - | - | 413,086 |
| Travel | - | - | 10,326 |
| Commodities | - | - | 1,150 |
| Printing | - | - | 111 |
| Equipment | - | - | 76 |
| Electronic Data Processing | - | - | 819,873 |
| Telecommunication Services | - | - | 257,621 |
| Purchase, Maintenance, and Rental of General | | | |
| Assembly Electronic Data Processing Equipment | - | - | 631,523 |
| Lump Sum for Operational Expenses | 4,760,209 | 5,096,588 | - |
| Total Expenditures | <u>\$ 4,760,209</u> | <u>\$ 5,096,588</u> | <u>\$ 4,862,144</u> |
| Lapsed Balances | <u>\$ 406,491</u> | <u>\$ 70,112</u> | <u>\$ 304,556</u> |
| GENERAL ASSEMBLY COMPUTER EQUIPMENT REVOLVING FUND - 0155 | | | |
| Appropriations | \$ 1,600,000 | \$ 1,600,000 | \$ 1,600,000 |
| Expenditures | | | |
| Purchase, Maintenance, and Rental of General | | | |
| Assembly Electronic Data Processing Equipment | | | |
| and Other Operational Purposes of the General | | | |
| Assembly | \$ 20,625 | \$ 20,853 | \$ 14,650 |
| Total Expenditures | <u>\$ 20,625</u> | <u>\$ 20,853</u> | <u>\$ 14,650</u> |
| Lapsed Balances | <u>\$ 1,579,375</u> | <u>\$ 1,579,147</u> | <u>\$ 1,585,350</u> |
| GRAND TOTAL - ALL FUNDS | | | |
| Appropriations (Net After Transfers) | \$ 6,766,700 | \$ 6,766,700 | \$ 6,766,700 |
| Total Expenditures | <u>4,780,834</u> | <u>5,117,441</u> | <u>4,876,794</u> |
| Lapsed Balances | <u>\$ 1,985,866</u> | <u>\$ 1,649,259</u> | <u>\$ 1,889,906</u> |

Note: Expenditure and lapsed balances for Fiscal Year 2012 do not reflect interest payments approved by the System and submitted to the Comptroller for payment after August.

STATE OF ILLINOIS
 LEGISLATIVE INFORMATION SYSTEM
SCHEDULE OF CHANGES IN STATE PROPERTY
 For the Two Years Ended June 30, 2014

| | |
|--------------------------|----------------------------|
| Balance at July 1, 2012 | \$ 6,666,171 |
| Additions | 620,828 |
| Deletions | (37,367) |
| Net Transfers | <u>(144,186)</u> |
| Balance at June 30, 2013 | \$ 7,105,446 |
| Additions | 520,272 |
| Deletions | (8,585) |
| Net Transfers | <u>(737,260)</u> |
| Balance at June 30, 2014 | <u><u>\$ 6,879,873</u></u> |

Note: This schedule has been derived from the System's records which have been reconciled to property reports submitted to the Comptroller.

STATE OF ILLINOIS
 LEGISLATIVE INFORMATION SYSTEM
**COMPARATIVE SCHEDULE OF CASH RECEIPTS AND
 RECONCILIATION OF CASH RECEIPTS TO DEPOSITS
 REMITTED TO THE COMPTROLLER**

For the Fiscal Years Ended June 30, 2014, 2013, and 2012

| | <u>2014</u> | <u>2013</u> | <u>2012</u> |
|---|---------------------|---------------------|--------------------|
| <u>General Revenue Fund - 0001</u> | | | |
| Jury Duty | <u>\$ 15</u> | <u>\$ 30</u> | <u>\$ -</u> |
| Total Cash Receipts per the Agency | <u><u>\$ 15</u></u> | <u><u>\$ 30</u></u> | <u><u>\$ -</u></u> |
| Add: Deposits in Transit, Beginning of Year | - | - | - |
| Less: Deposits in Transit, End of Year | <u>-</u> | <u>-</u> | <u>-</u> |
| Deposits Recorded by the Comptroller | <u><u>\$ 15</u></u> | <u><u>\$ 30</u></u> | <u><u>\$ -</u></u> |

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES
For the Two Years Ended June 30, 2014

ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES BETWEEN FISCAL YEARS 2014 AND 2013

There were no significant variations in expenditures between Fiscal Years 2014 and 2013.

ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES BETWEEN FISCAL YEAR 2013 AND 2012

General Revenue Fund - 0001

Lump Sums for Operational Expenses

For Fiscal Year 2013, the General Assembly changed the appropriation process for operating expenses that were paid from the General Revenue Fund. The Legislative Information System received a lump sum appropriation for operational expenses, including personal service expenditures and electronic data processing equipment for the General Assembly, rather than individual appropriations designated for specific purposes.

General Assembly Computer Equipment Revolving Fund - 0155

Purchase, Maintenance, and Rental of General Assembly Electronic Data Processing Equipment and Other Operational Purposes of the General Assembly

The increase in expenditures for electronic data processing equipment and other operational purposes of the General Assembly was due to the four legislative leaders requesting necessary equipment and supplies during Fiscal Year 2013. The items purchased included updated computer equipment and software updates.

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
ANALYSIS OF SIGNIFICANT VARIATIONS IN RECEIPTS
For the Two Years Ended June 30, 2014

General Revenue Fund – 0001

The Legislative Information System (System) receives minimal receipts. The System received one jury duty receipt during Fiscal Year 2014 and one jury duty receipt during Fiscal Year 2013. There were no receipts collected by the System during Fiscal Year 2012.

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING
For the Two Years Ended June 30, 2014

FISCAL YEAR 2014

There was no significant lapse period spending during Fiscal Year 2014.

FISCAL YEAR 2013

General Assembly Computer Equipment Revolving Fund - 0155

Purchase, Maintenance, and Rental of General Assembly Electronic Data Processing Equipment and Other Operational Purposes of the General Assembly

Services, hardware, software, and related supplies were received late in Fiscal Year 2013. The related invoices were not received and processed until the lapse period.

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
AGENCY FUNCTIONS AND PLANNING PROGRAM
For the Two Years Ended June 30, 2014
(Not Examined)

AGENCY FUNCTIONS

The Legislative Information System (System) is under the direction of the Joint Committee on Legislative Support Services. The Legislative Commission Reorganization Act of 1984 established that the System report to the Joint Committee as a legislative support services agency. The System's primary responsibility is to provide information technology services to the General Assembly, its committees, commissions, and agencies.

The duties and responsibilities of the System consist of:

1. Establish offices in the State complex and provide such services as are required by the General Assembly.
2. Study and make recommendations concerning the application of information technology to the varied services required by the General Assembly.
3. Implement the recommendations made in Item 2 above as directed by the General Assembly.
4. Maintain the complete text of the Illinois Administrative Rules in electronic form and cooperate with the Joint Committee on Administrative Rules and the Secretary of State in making that text available for use in publication of the Illinois Register and the Illinois Administrative Code.
5. Provide information technology services for the Legislative Reference Bureau, the Legislative Research Unit, the Clerk of the House of Representatives, and the Secretary of the Senate. Services are provided to other General Assembly committees, boards, agencies, and commissions within the resources available to the Legislative Information System.
6. Make legislative information available to the public via the Internet.

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
AGENCY FUNCTIONS AND PLANNING PROGRAM
For the Two Years Ended June 30, 2014
(Not Examined)

AGENCY FUNCTIONS (continued)

The Legislative Information System is made up of the following areas:

1. Administrative Services: Responsible for all the fiscal and personnel operations of the agency. This section also works closely with other fiscal operations in the legislative branch and other agencies to coordinate accounting systems and reporting. Administrative Services is also responsible for the receipts and disbursements of the General Assembly Computer Equipment Revolving Fund.
2. Application Services: Develops, maintains, and supports the various applications used by the General Assembly. This includes analyzing needs and requests, proposing solutions, and providing training.
3. Systems Services: Installs, maintains, and supports the operating systems, back-end software, networks, and all hardware that supports other functions of the agency. This includes monitoring performance and providing security.

PLANNING PROGRAM

The System's plan consists of a mission statement that provides a general statement of Legislative Information System goals. From this statement, general objectives have been developed that put the mission statement into specific productive outputs resulting in a multi-year work plan.

STATE OF ILLINOIS
 LEGISLATIVE INFORMATION SYSTEM
AVERAGE NUMBER OF EMPLOYEES
 For the Two Years Ended June 30, 2014
 (Not Examined)

The following table, prepared from System records, presents the average number of System employees for the Fiscal Years ended June 30,

| | <u>2014</u> | <u>2013</u> | <u>2012</u> |
|-----------------------------------|-------------|-------------|-------------|
| Administration | 7 | 7 | 7 |
| Applications System Support | 7 | 7 | 7 |
| Applications System Development | 11 | 10 | 12 |
| System Support | <u>8</u> | <u>8</u> | <u>8</u> |
| Total average full-time employees | <u>33</u> | <u>32</u> | <u>34</u> |

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
SERVICE EFFORTS AND ACCOMPLISHMENTS
For the Two Years Ended June 30, 2014
(Not Examined)

The Legislative Information System (System) provides information technology solutions to the Illinois General Assembly, including its members, staff, and agencies. Services provided include:

- Desktop and laptop hardware and software
- Server hardware and software
- Network infrastructure, hardware, and software
- Printers
- Legislative application systems, including:
 - Drafting of bills, amendments, and resolutions
 - Minutes of floor proceedings
 - Tracking of legislation and bill status
 - Engrossing and enrolling of legislation
 - Maintenance of the Illinois Compiled Statutes database
 - Committee postings
 - Daily calendar preparation
 - Journal preparation
 - Transcription preparation
 - Appointment messages
 - Member laptops
 - Chamber voting
 - Committee operations
 - Access to previous General Assemblies
 - Maintenance of the Administrative Code database
- ilga.gov web site
- Audio/video support
- Ethics training
- Accounting
- Property control
- Time-keeping
- Training

In the interests of effectively and efficiently meeting the needs of the General Assembly, the System focuses on operating and maintaining existing systems and infrastructure while implementing necessary and appropriate enhancements and upgrades. The network infrastructure and all systems are constantly evaluated for effectiveness, performance, and security. Communication is maintained with users to ensure that all needed and desired services are being provided. Change requests are acknowledged, investigated,

STATE OF ILLINOIS
LEGISLATIVE INFORMATION SYSTEM
SERVICE EFFORTS AND ACCOMPLISHMENTS
For the Two Years Ended June 30, 2014
(Not Examined)

and evaluated; upon acceptance, resources are scheduled leading to development and implementation of the request. Hardware and software are constantly monitored and evaluated as well; if changes or upgrades are needed, they are implemented according to available resources and in conjunction with ongoing operations. Research is continual into new developments in information technology and their possible benefits for the Illinois General Assembly.

Specific efforts and accomplishments in this time period include:

- Upgrading from Windows XP to Windows 7
- Upgrading applications from Word 2003 to Word 2013
- Implementing Microsoft Hyper-V virtual services
- Regular hardware and software maintenance and upgrades
- Implementing the electronic committee witness slip system
- Implementing the committee operations systems
- Improving audio/video services on the web site
- Developing and testing new search tool