

**STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL**

**COMPLIANCE EXAMINATION**

For the Two Years Ended June 30, 2016

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
COMPLIANCE EXAMINATION  
For the Two Years Ended June 30, 2016

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STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
COMPLIANCE EXAMINATION  
For the Two Years Ended June 30, 2016

**AGENCY OFFICIALS**

Acting Inspector General (5/30/18 to Current)	Ms. Julie B. Porter
Special Inspector General (11/4/17 to 5/29/18)	Ms. Julie B. Porter
Inspector General (1/1/15 to 11/3/17)	Vacant
Acting Inspector General (7/1/14 to 12/31/14)	Mr. J. William Roberts

The Office is located at:

420 Stratton Building  
Springfield, Illinois 62706



OFFICE OF THE ACTING LEGISLATIVE INSPECTOR GENERAL

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JULIE B. PORTER  
1010 Davis Street • Evanston, IL 60201  
312/283-5711 Phone • 312/724-8353 Fax  
E-Mail: juliep@ilga.gov

August 30, 2018

Honorable Frank J. Mautino  
Auditor General  
State of Illinois  
Iles Park Place  
740 East Ash Street  
Springfield, Illinois 62703

Re: FY 2015/16 Audit of the Office of the Legislative Inspector General

Auditor General Mautino:

I was originally brought on in November 2017 as Special Legislative Inspector General to address a case backlog that amassed while there was no Legislative Inspector General, and to handle additional matters as authorized by the Legislative Ethics Commission. On May 30, 2018, the Legislative Ethics Commission appointed me the Acting Legislative Inspector General. My appointment remains temporary, through the end of this year or the selection of a full-time Legislative Inspector General, whichever occurs first.

Because of my special role and the several-year vacancy in the Legislative Inspector General office, I have only limited information available to me. I have access to some electronic working files that previous Inspector General Tom Homer kept, and I have spoken with Homer. I have also spoken with Randy Erford, who is currently and was at the time the Executive Director for the Legislative Ethics Commission and performed key administrative functions for the Office of the Legislative Inspector General pursuant to an Interagency Agreement. Based on these discussions and information, I assert that during the years ended June 30, 2015 and June 30, 2016, to the best of my knowledge, the Office of the Legislative Inspector General has materially complied with the assertions below:

- A. The Office of the Legislative Inspector General 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 Office of the Legislative Inspector General 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 Office of the Legislative Inspector General has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.

Regards,

**SIGNED ORIGINAL ON FILE**

Julie B. Porter  
Acting Legislative Inspector General

cc: Courtney Dzierwa (by email)

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
COMPLIANCE EXAMINATION  
For the Two Years Ended June 30, 2016

**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>Report</u>	<u>Prior</u> <u>Report</u>
Findings	1	1
Repeated findings	1	1
Prior recommendations implemented or not repeated	0	0

**SCHEDULE OF FINDINGS**

<u>Item No.</u>	<u>Page</u>	<u>Description</u>	<u>Finding Type</u>
FINDINGS (STATE COMPLIANCE)			
2016-001	8	Procedural Deficiencies	Significant Deficiency and Noncompliance

**EXIT CONFERENCE**

The Office waived an exit conference in a correspondence from Julie Porter, Acting Legislative Inspector General, on August 23, 2018. The responses to the recommendations were provided by Julie Porter, Acting Legislative Inspector General, in a correspondence dated August 23, 2018.

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OFFICE OF THE AUDITOR GENERAL  
FRANK J. MAUTINO

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

Honorable Frank J. Mautino  
Auditor General  
State of Illinois

**Compliance**

We have examined the State of Illinois, Office of the Legislative Inspector General'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, 2016. The management of the State of Illinois, Office of the Legislative Inspector General is responsible for compliance with these requirements. Our responsibility is to express an opinion on the State of Illinois, Office of the Legislative Inspector General's compliance based on our examination.

- A. The State of Illinois, Office of the Legislative Inspector General 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 State of Illinois, Office of the Legislative Inspector General 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 State of Illinois, Office of the Legislative Inspector General has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.

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 (the Audit Guide). Those standards, the Act, and the Audit Guide require that we plan and perform the examination to obtain reasonable assurance about whether the State of Illinois, Office of the Legislative Inspector General complied, in all material respects, with the specified requirements listed above. An examination involves performing procedures to obtain evidence about whether the State of Illinois, Office of the Legislative Inspector General complied with the specified requirements listed above. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks of material noncompliance, whether due to fraud or error.

INTERNET ADDRESS: OAG.AUDITOR@ILLINOIS.GOV

We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the State of Illinois, Office of the Legislative Inspector General's compliance with specified requirements.

In our opinion, the State of Illinois, Office of the Legislative Inspector General complied, in all material respects, with the compliance requirements listed in the first paragraph of this report during the two years ended June 30, 2016. However, the results of our procedures disclosed instances of noncompliance with the requirements, which are required to be reported in accordance with criteria established by the Audit Guide, issued by the Illinois Office of the Auditor General and which are described in the accompanying schedule of findings as item 2016-001.

The State of Illinois, Office of the Legislative Inspector General's response to the finding identified in our examination is described in the accompanying schedule of findings. The State of Illinois, Office of the Legislative Inspector General's response was not subjected to the procedures applied in the compliance examination and, accordingly, we express no opinion on the response.

The purpose of this report on compliance is solely to describe the scope of our testing and the results of that testing in accordance with the requirements of the Audit Guide issued by the Illinois Office of the Auditor General. Accordingly, this report is not suitable for any other purpose.

### **Internal Control**

Management of the State of Illinois, Office of the Legislative Inspector General 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 State of Illinois, Office of the Legislative Inspector General'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 State of Illinois, Office of the Legislative Inspector General's internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the State of Illinois, Office of the Legislative Inspector General'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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified certain deficiencies in internal control over compliance, as described in the accompanying schedule of findings as item 2016-001, that we consider to be a significant deficiency.

As required by the Audit Guide, immaterial findings excluded from this report have been reported in a separate letter.

The State of Illinois, Office of the Legislative Inspector General's response to the internal control finding identified in our examination is described in the accompanying schedule of findings. The State of Illinois, Office of the Legislative Inspector General's response was not subjected to the procedures applied in the compliance examination and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Audit Guide, issued by the Illinois Office of the Auditor General. Accordingly, this report is not suitable for any other purpose.

#### **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, 2016, and June 30, 2015, in Schedules 1 through 4 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, 2016, and June 30, 2015, accompanying supplementary information in Schedules 1 through 4. However, we do not express an opinion on the accompanying supplementary information.

We have not applied procedures to the June 30, 2014, accompanying supplementary information in Schedules 3 and 4 and in the Analysis of Operations Section, and accordingly, we do not express an opinion or provide any assurance on it.

**SIGNED ORIGINAL ON FILE**

JANE CLARK, CPA  
Director of Financial and Compliance Audits

Springfield, Illinois  
August 30, 2018

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**SCHEDULE OF FINDINGS – STATE COMPLIANCE**  
For the Two Years Ended June 30, 2016

2016-001. **FINDING** (Procedural Deficiencies)

The Office of the Legislative Inspector General (Office) did not comply with certain procedural requirements established by State laws and regulations.

In April 2005, the Office entered into an interagency agreement with the Legislative Ethics Commission (Commission). The agreement assigned the responsibility to prepare annual property control reports and any other reports required by State statute to a shared administrative assistant. However, this administrative assistant position was vacant during the examination period, and historically, the Commission's Executive Director has carried out these administrative functions on behalf of both agencies. During testing, we noted the following:

- The Office did not file an annual Fiscal Control and Internal Auditing Act (Act) certification with the Office of the Auditor General for Fiscal Year 2016.

The Act (30 ILCS 10/3003) requires the Office to conduct an evaluation of its systems of internal fiscal and administrative controls and file a certification regarding the evaluation with the Auditor General by May 1.

- The Office did not timely submit two of two (100%) State property inventory certifications to the Department of Central Management Services (CMS). The inventory certification for Fiscal Year 2015 was submitted 52 days late, and the certification for Fiscal Year 2014 was not submitted at all.

The Illinois Administrative Code (44 Ill. Admin. Code 5010.460(f)) requires the Legislative Inspector General to certify completion of the Office's annual physical inventory of State equipment and submit a complete property listing to CMS on dates designated by CMS, which is December 1.

- The Office did not properly complete its Fiscal Year 2015 Agency Workforce Report filed with the Secretary of State and the Office of the Governor. The Office failed to report data on Office employee ethnicity and gender.

The State Employment Records Act (5 ILCS 410/15) requires the Office to collect and maintain information and publish information annually on the total number of persons employed by the Office categorized within annual income incremental levels of \$10,000 and the number and statistical percentage of minorities, women, men, and persons with physical disabilities employed within each of the \$10,000 incremental income levels.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**SCHEDULE OF FINDINGS – STATE COMPLIANCE**  
For the Two Years Ended June 30, 2016

2016-001. **FINDING** (Procedural Deficiencies)(continued)

Office management indicated these functions were carried out by the Commission on behalf of the Office, with the delays and missing information noted due to oversight and confusion regarding filing dates.

Periodic evaluations of internal controls are necessary to determine whether existing measures are adequate to safeguard assets, ensure the accuracy and reliability of accounting data, and encourage adherence to legal requirements and prescribed management policy. Untimely reporting of property information reduces the reliability of Statewide property information. Further, failure to include complete and accurate information on Agency Workforce Reports could deter efforts by State officials, administrators, and residents to achieve a more diversified State workforce and represents noncompliance with State law. (Finding Code No. 2016-001, 2014-001, 12-1, 10-1)

**RECOMMENDATION**

We recommend the Office timely submit its annual internal control certification to the Office of the Auditor General as required by the Act and the required property reports to CMS in accordance with the Illinois Administrative Code. We also recommend the Office ensure Agency Workforce Reports are completed in their entirety.

**OFFICE RESPONSE**

No comment.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
COMPLIANCE EXAMINATION  
For the Two Years Ended June 30, 2016

**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 – Fiscal Year 2016
  - Schedule of Appropriations, Expenditures, and Lapsed Balances – Fiscal Year 2015
  - Comparative Schedule of Net Appropriations, Expenditures, and Lapsed Balances
  - Schedule of Changes in State Property
  
- Analysis of Operations (Not Examined):
  - Agency Functions and Planning Program (Not Examined)
  - Analysis of Significant Variations in Expenditures (Not Examined)
  - Analysis of Significant Lapse Period Spending (Not Examined)
  - Budget Impasse Disclosures (Not Examined)
  - Alternative Financing in Lieu of Appropriations and Programs to Address Untimely Payments to Vendors (Not Examined)
  - Interest Costs on Fiscal Year 2016 Invoices (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, 2016, and June 30, 2015, accompanying supplementary information in Schedules 1 through 4. 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  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL - LEGISLATIVE ETHICS COMMISSION  
**SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES**

Expenditure Authority For Fiscal Year 2016

Fourteen Months Ended August 31, 2016

Continuing Appropriations	Expenditure Authority	Expenditures		Lapse Period Expenditures 7/01 - 8/31/16	Total Expenditures	Balances Lapsed
		Through 6/30/2016				
<b>GENERAL REVENUE FUND - 001</b>						
Ordinary and Contingent Expenses of the Legislative Ethics Commission and the Office of the Legislative Inspector General	\$ 312,500	\$ 40,138	\$ 185	\$ 40,323	\$ 272,177	
Total Fiscal Year 2016	<u>\$ 312,500</u>	<u>\$ 40,138</u>	<u>\$ 185</u>	<u>\$ 40,323</u>	<u>\$ 272,177</u>	

Note A: Expenditure authority, expenditures, and lapsed balances were obtained from the State Comptroller's records as of September 30, 2016, and have been reconciled to the records of the Legislative Ethics Commission (Commission). Expenditure amounts are vouchers approved for payment by the Commission and submitted to the State Comptroller for payment to the vendor.

Note B: The Office and the Commission each share an appropriation and expenditure data. In Fiscal Year 2016, both entities were reported under the Commission's agency code. Therefore, the Fiscal Year 2016 expenditure authority, expenditures, and lapsed balances are reported in the compliance reports for both agencies.

Note C: The Civil Administrative Code (State Budget Law) (15 ILCS 20/50-22(b)) provides aggregate appropriations available for legislative operations for all funds for each fiscal year shall not be less than the aggregate appropriations made available for legislative operations during the immediately preceding fiscal year. The Circuit Court of Cook County in *People v. Mungler* (15 CH 10243) ordered the State Comptroller, in the absence of enacted annual appropriations, to process and pay certified invoice vouchers from the State's legislative branch agencies pursuant to this statute. Therefore, the agencies' Fiscal Year 2015 appropriation for Fund 001 was carried forward to become the agencies' Fiscal Year 2016 expenditure authority for Fund 001.

STATE OF ILLINOIS  
 OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL - LEGISLATIVE ETHICS COMMISSION  
**SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES**  
 Appropriations For Fiscal Year 2015

Fourteen Months Ended August 31, 2015

Public Act 98-0679	Appropriations	Expenditures		Lapse Period Expenditures 7/01 - 8/31/15	Total Expenditures	Balances Lapsed
		Through 6/30/15	\$			
	\$ 312,500	\$ 54,095	\$ 256	\$ 54,351	\$ 258,149	
<b>GENERAL REVENUE FUND - 001</b>						
Ordinary and Contingent Expenses of the Legislative Ethics Commission and the Office of the Legislative Inspector General	\$ 312,500	\$ 54,095	\$ 256	\$ 54,351	\$ 258,149	
Total Fiscal Year 2015	<u>\$ 312,500</u>	<u>\$ 54,095</u>	<u>\$ 256</u>	<u>\$ 54,351</u>	<u>\$ 258,149</u>	

Note A: Appropriations, expenditures, and lapsed balances were obtained from the records of the Legislative Ethics Commission (Commission) as of August 31, 2015, and have been reconciled to records of the State Comptroller. Expenditure amounts are vouchers approved for payment by the Commission and submitted to the State Comptroller for payment to the vendor.

Note B: The Office and the Commission each share an appropriation and expenditure data. In Fiscal Year 2015, both entities were reported under the Commission's agency code. Therefore, the Fiscal Year 2015 appropriation, expenditures, and lapsed balances are reported in the compliance reports for both agencies.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL - LEGISLATIVE ETHICS COMMISSION  
**COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES**  
For the Fiscal Year Ended June 30,

	2016	Fiscal Year 2015	2014
	Continuing Appropriations	P.A. 98-0679	P.A. 98-0064
<b>GENERAL REVENUE FUND - 001</b>			
Expenditure Authority	\$ 312,500	\$ 312,500	\$ 312,500
Expenditures			
Ordinary and Contingent Expenses of the Legislative Ethics Commission and the Office of the Legislative Inspector General	\$ 40,323	\$ 54,351	\$ 120,765
Lapsed Balances	\$ 272,177	\$ 258,149	\$ 191,735

Note A: Fiscal Year 2016 and Fiscal Year 2015 expenditure authority, expenditures, and lapsed balances were obtained from the State Comptroller's records as of September 30, 2016, and August 31, 2015, and have been reconciled to the records of the Legislative Ethics Commission (Commission). Expenditure amounts are vouchers approved for payment by the Commission and submitted to the State Comptroller for payment to the vendor.

Note B: The Office and the Commission each share an appropriation and expenditure data. During Fiscal Year 2015 and Fiscal Year 2016, both entities were reported under the Commission's agency code. Therefore, the Fiscal Year 2015 and Fiscal Year 2016 expenditure authority, expenditures, and lapsed balances are reported in the compliance reports for both agencies.

Note C: The Civil Administrative Code (State Budget Law) (15 ILCS 20/50-22(b)) provides aggregate appropriations available for legislative operations for all funds for each fiscal year shall not be less than the aggregate appropriations made available for legislative operations during the immediately preceding fiscal year. The Circuit Court of Cook County in *People v. Munger* (15 CH 10243) ordered the State Comptroller, in the absence of enacted annual appropriations, to process and pay certified invoice vouchers from the State's legislative branch agencies pursuant to this statute. Therefore, the agencies' Fiscal Year 2015 appropriation for Fund 001 was carried forward to become the agencies' Fiscal Year 2016 expenditure authority for Fund 001.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**SCHEDULE OF CHANGES IN STATE PROPERTY**  
For the Two Years Ended June 30, 2016

	<u>Equipment</u>
Balance at July 1, 2014	\$ 9,617
Additions	-
Deletions	-
Net Transfers	<u>-</u>
Balance at June 30, 2015	<u>\$ 9,617</u>
Balance at July 1, 2015	\$ 9,617
Additions	150
Deletions	258
Net Transfers	<u>-</u>
Balance at June 30, 2016	<u>\$ 9,509</u>

Note: The above schedule has been derived from the Legislative Ethics Commission's records, which have been reconciled to property reports submitted to the Office of the State Comptroller. The Office of the Legislative Inspector General and the Legislative Ethics Commission share an appropriation and expenditure data. All equipment is reported under the Legislative Ethics Commission.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**AGENCY FUNCTIONS AND PLANNING PROGRAM**  
For the Two Years Ended June 30, 2016

(NOT EXAMINED)

The Office of the Legislative Inspector General (Office) was created in December 2003 by the State Officials and Employees Ethics Act (Act) (5 ILCS 430/et seq.). The Legislative Inspector General is appointed by a joint resolution of the Senate and the House of Representatives.

By statute, the jurisdiction of the Legislative Inspector General is to investigate allegations of fraud, waste, abuse, mismanagement, misconduct, nonfeasance, misfeasance, malfeasance, or violations of the Act or violations of other related laws and rules.

The jurisdiction of the Office extends to members of the General Assembly and all State employees whose ultimate jurisdictional authority is a legislative leader, the Senate Operations Commission, or the Joint Committee on Legislative Support Services.

The Act states the Legislative Inspector General shall have the following duties:

- To receive and investigate allegations of violations of the Act. The Legislative Inspector General may receive information through the Office or through an ethics commission. An investigation may be conducted only in response to information reported to the Legislative Inspector General and not upon his or her own prerogative. The Legislative Inspector General has the discretion to determine the appropriate means of investigation as permitted by law.
- To request information relating to an investigation from any person when the Legislative Inspector General deems that information necessary in conducting an investigation.
- To issue subpoenas, with the advance approval of the Legislative Ethics Commission (Commission), to compel the attendance of witnesses for the purposes of testimony and production of documents and other items for inspection and copying, and to make service of those subpoenas and subpoenas issued by the Commission.
- To submit reports as required by the Act.
- To file pleadings in the name of the Legislative Inspector General with the Commission, through the Attorney General.
- To assist and coordinate the ethics officers for State agencies under the jurisdiction of the Legislative Inspector General and to work with those ethics officers.
- To participate in or conduct, when appropriate, multi-jurisdictional investigations.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**AGENCY FUNCTIONS AND PLANNING PROGRAM**  
For the Two Years Ended June 30, 2016

(NOT EXAMINED)

- To request, as the Legislative Inspector General deems appropriate, from ethics officers of State agencies under his or her jurisdiction, reports or information on:
  1. The content of a State agency's ethics training program; and,
  2. The percentage of new officers and employees who have completed ethics training.
- To establish a policy that ensures the appropriate handling and correct recording of all investigations of allegations and to ensure that the policy is accessible via the Internet in order that those seeking to report those allegations are familiar with the process and that the subjects of those allegations are treated fairly.

PLANNING PROGRAM

The Office is an investigative body with its powers and duties detailed in the Act. As a result, the Office does not have formal written goals and objectives, but instead operates to fulfill the statutory responsibilities in a timely and efficient manner.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES**  
For the Two Years Ended June 30, 2016

(NOT EXAMINED)

**ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES BETWEEN FISCAL YEARS 2015 AND 2016**

**General Revenue Fund - 001**

Ordinary and Contingent Expenses of the Legislative Ethics Commission and the Office of the Legislative Inspector General

The overall decrease in expenditures was primarily due to the former Legislative Inspector General's (LIG) tenure in office ending December 31, 2014. As the LIG remained vacant during Fiscal Year 2015 and all of Fiscal Year 2016, expenditures associated with the Office of the Legislative Inspector General were significantly reduced.

**ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES BETWEEN FISCAL YEARS 2014 AND 2015**

**General Revenue Fund - 001**

Ordinary and Contingent Expenses of the Legislative Ethics Commission and the Office of the Legislative Inspector General

The overall decrease in expenditures was due to three primary factors. The former LIG retired as of June 30, 2014, which reduced total expenditures as he was no longer being paid or receiving reimbursements for his travel costs associated with his duties as LIG. In addition, costs were reduced due to the services provided by the replacement LIG being charged on an as-needed, part-time basis during his tenure in office from July 1, 2014, through December 31, 2014. Lastly, the LIG was not replaced after his departure in December 2014, which significantly reduced expenditures associated with the Office of the Legislative Inspector General.

NOTE: The Legislative Ethics Commission shared an appropriation with the Office of the Legislative Inspector General during Fiscal Year 2015 and Fiscal Year 2016. This analysis includes both agencies expenditures.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING**  
For the Two Years Ended June 30, 2016

(NOT EXAMINED)

**FISCAL YEAR 2016**

The Office of the Legislative Inspector General and the Legislative Ethics Commission did not have any significant Lapse Period expenditures during Fiscal Year 2016.

**FISCAL YEAR 2015**

The Office of the Legislative Inspector General and the Legislative Ethics Commission did not have any significant Lapse Period expenditures during Fiscal Year 2015.

Note: The Legislative Ethics Commission shared an appropriation with the Office of the Legislative Inspector General during Fiscal Year 2015 and Fiscal Year 2016. This analysis includes both agencies expenditures.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**BUDGET IMPASSE DISCLOSURES**  
For the Two Years Ended June 30, 2016

(NOT EXAMINED)

Payment of Fiscal Year 2016 Costs in Future Fiscal Years

All of the Office of the Legislative Inspector General's (Office's) Fiscal Year 2016 costs were paid pursuant to continuing appropriations. The Office did not have any outstanding invoices from Fiscal Year 2016 unpaid after the closure of the Fiscal Year 2016 Lapse Period on August 31, 2016.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**ALTERNATIVE FINANCING IN LIEU OF APPROPRIATIONS AND PROGRAMS  
TO ADDRESS UNTIMELY PAYMENTS TO VENDORS**  
For the Two Years Ended June 30, 2016

(NOT EXAMINED)

Transactions Involving the Illinois Finance Authority

The Office of the Legislative Inspector General (Office) and its vendors did not participate in alternative financing in lieu of enacted appropriations involving the Illinois Finance Authority during Fiscal Year 2016.

Transactions Involving the Vendor Payment Program and Vendor Support Initiative Program

None of the Office's vendors participated in the Vendor Payment Program (VPP) or the Vendor Support Initiative Program (VSI) during Fiscal Year 2015 and Fiscal Year 2016.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**INTEREST COSTS ON FISCAL YEAR 2016 INVOICES**  
For the Two Years Ended June 30, 2016

(NOT EXAMINED)

Prompt Payment Interest Costs

The Office of the Legislative Inspector General (Office) did not incur any prompt payment interest due to vendors under the State Prompt Payment Act (Act) (30 ILCS 540). The Office's vendors were paid within 90 days or resulted in interest charges below the automatic interest payment threshold, and interest payments were not requested by the vendors in these instances.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**AVERAGE NUMBER OF EMPLOYEES**  
For the Two Years Ended June 30, 2016

(NOT EXAMINED)

The following table, prepared from Agency records, presents the average number of employees, by function, for the Fiscal Year Ended June 30,

<u>Division</u>	Fiscal Year		
	<u>2016</u>	<u>2015</u>	<u>2014</u>
Inspector General	0	1	1
Executive Director	1	1	1
Total average employees	1	2	2

- Note 1: The Legislative Inspector General is a part-time employee and was vacant from December 31, 2014, through November 3, 2017.
- Note 2: The Executive Director of the Legislative Ethics Commission is a contractual payroll employee and serves on a part-time basis.
- Note 3: The Legislative Ethics Commission shared an appropriation and agency code with the Office of the Legislative Inspector General during Fiscal Year 2015 and Fiscal Year 2016. This analysis includes both agencies.

STATE OF ILLINOIS  
OFFICE OF THE LEGISLATIVE INSPECTOR GENERAL  
**SERVICE EFFORTS AND ACCOMPLISHMENTS**  
For the Two Years Ended June 30, 2016

(NOT EXAMINED)

The Office of the Legislative Inspector General (Office) maintained a website for State employees and the general public. This website outlines information about the Office, including its history, legislative authority, and purpose, as well as information about the types of complaints accepted, how complaints are processed, and how investigations are completed. In addition, the website provides contact information for the Office and a link to case initiation forms.

Pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/25-65), the Office submits quarterly reports summarizing investigation activity to the Legislative Ethics Commission (Commission). Listed below is a compilation of allegation and investigation information reported to the Commission for Fiscal Year 2014, Fiscal Year 2015, and Fiscal Year 2016.

	<u>Fiscal Year 2014</u>	<u>Fiscal Year 2015</u>	<u>Fiscal Year 2016</u>
Number of allegations received	13	*	*
Number of investigations initiated	13	4	*
Number of investigations concluded	22	4	*
Number of total open investigations	0	0	*

\*Note: The Legislative Inspector General (LIG) resigned from office effective December 31, 2014, and the LIG position remained vacant as of June 30, 2016. Due to the LIG vacancy, no quarterly reports summarizing investigation activity were submitted to the Commission covering January 1, 2015, through June 30, 2016. Therefore, no data is available for this time period.