The Institute of Internal Auditors
Progress Through Sharing

AUDIT VOICE

Northeast Ohio Chapter May 2010

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Co-President's Message

As we close the chapter year, we want to thank you for your support and record attendance at meetings and programs this year. Please, continue to support the chapter in the 2010/2011 chapter year.

On Monday, May 3rd, Eaton Corporation shared risk assessment practices, audit planning techniques, and other audit initiatives. It was a great afternoon of learning how to contribute a lot to executive management and the board. After the break, George Farragher talked about fraud and forensic accounting.

That evening, the Chapter held its Annual Meeting where new officers and members of the Board of Governors were elected. Chapter Officers for the 2010-2011 fiscal year (begins June 1, 2010) will be Jerry Mancinetti and Dave Gordon (Co-Presidents), Doug Baker (1st Vice President), Jeff Dobbs (2nd Vice President), Eric Andolina (Secretary), Joe Nejman (Treasurer) and Elaine Bittner (Assistant Treasurer). They've already lined up programs for the fall and will work this summer to bring you a terrific year of learning, sharing, and socializing.

After the business meeting, the Chapter recognized a number of individuals who made noteworthy contributions to the chapter this past year. We began with Service Anniversary pins. (If you should have received a pin 3 to 4 years ago and did not, contact us. IIA stopped producing pins for a couple of years.) Then, chapter co-presidents Mike and Sue presented the following awards:

Certificates of Appreciation to Officers, Committee chairs, etc. -

Dave Gordon	Dave Schmidt
Jerry Mancinetti	Kelly Corbets
Jeff Dobbs	Doug Baker
Elaine Bittner	Anna Stroup
Dan Leo	Tom Kovach
Joe Nejman	Jeff Willoughby
Eric Andolina	

Statues for Companies that Hosted Meetings -
FirstEnergy Corporation
Cleveland Clinic Health Services
Federal Reserve Bank of Cleveland
Eaton Corporation

Plaques-
Member of the Year – Steve Donovan
Member of the Year – Yvonne Horn
Company of the Year – PNC Financial Services
Company of the Year – Ohio Turnpike Commission
Lifetime Achievement Award – Sue Schueller

Thanks to everyone for your support throughout the year!

Let's start the new chapter year with some fun - our annual Member Appreciation golf outing on Friday, June 4, 2010 at Coppertop at Cherokee Hills. Remember, you receive a discount on the registration fee for this outing of $5 for each meeting that you attended during the year. So, register now! And, please contact Dave Gordon at 330-606-6445 if you would like to donate prizes or be a sponsor at the event.

Mike Varney & Sue Schueller
Co-Presidents

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The Board of Governors of the Northeast Ohio IIA Chapter has approved a chapter sponsored "In Career Transition" Group for our members.

During these challenging economic times, jobs are not plentiful. Too many are looking for too few opportunities. And the search can be a stressful, lonely, and emotional roller coaster. While we are aware that many of these groups exist, we wanted to reach out to you and offer our help.

We have not yet formulated a plan of meetings, time, frequency, and related logistics. To help in the planning process we would like your input as to how we can help and make the group a success.

Please contact Jay Simon at **jaymarksimon@gmail.com** with your thoughts as we develop a plan for the group.

2010 MEMBER APPRECIATION GOLF OUTING
presented by
THE NORTHEAST OHIO CHAPTER OF THE INSTITUTE OF INTERNAL AUDITORS

Date - Friday, June 4, 2010
Place - Coppertop at Cherokee Hills
5740 Center Road (Route 303) Valley City, Ohio 44280
http://www.cherokeehillsgolf.com/content.php?link=location.php
Schedule - Breakfast 7:30am ~ 9:15am
Putting Contest during breakfast
Golf with lunch 9:15am – 2:00pm
Post-Golf Appetizers and Prizes - 2:00pm – 4:00pm
Format - Scramble with a shotgun start – Teams of 4
Individuals – Sign up and teams can be made for you!
Food - Breakfast starts at 7:30am. Lunch at the turn and heavy appetizers at the post-golf prize event. Beer and soda available.
Cash cart available.
Prizes - Prizes for top three teams
Optional skins game
Prizes for closest to the pin, long drive and longest putt
Something for every golfer, courtesy of the IIA member organizations.
Price - Register by Thursday, May 27, 2010:
$85 per person less $5 off for every chapter event attended
Limited space available (only 152 golfers)
Post Golf Event Only (appetizers and prizes) - $20

To register yourself or your team, please log on to www.acteva.com/go/neoiia.

2010 MEMBER APPRECIATION GOLF OUTING
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Interested in supporting the Chapter and showcasing your organization? The following promotional opportunities are available:

Up to Four Event Sponsors - $500/Sponsor

For 2010, we're going to cap ***event sponsors to four companies***.
• ***Each Event Sponsor will be recognized throughout the day with a shared banner at registration, the putting contest and the post-golf event.***
• Event sponsors will also receive one ***complimentary hole sponsorship.***
• ***Multiple Cash prizes to be distributed at post-golf event during recognition of our sponsors***
(winners must be present).

Skills Contest Sponsorships - *$150/each*

Longest putt

Closest to the pin (Par 3 – 1st shot)

Closest to the pin (Par 4 – 2nd shot)

Top three team performances

Long drive (male)

Long drive (female)

Golf Hole Sponsorships - *$125*

The hole sponsor's name will appear on the GPS when you enter the score for that hole.

Hole 1
Hole 2
Hole 3
Hole 4
Hole 5
Hole 6
Hole 7.
Hole 8
Hole 9
Hole 10
Hole 11
Hole 12
Hole 13
Hole 14
Hole 15
Hole 16
Hole 17
Hole 18

2010 MEMBER APPRECIATION GOLF OUTING
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OF THE INSTITUTE OF INTERNAL AUDITORS

Prize donations & favors are greatly appreciated.

All sponsor and donor company names will appear in upcoming Golf Outing promotional information.

Questions about the golf outing, the events or how the **sponsorship** works?

Have the ability to **donate prizes** to the golf outing? Then please contact the following individuals for more information:

Sponsors/Prizes: Dave Gordon dgordon@maxqualdata.com 330-606-6445
Golfers: Mike Varney mike.varney@crowehorwath.com 216-623-7553

Help Wanted: Hiring Tips for Small Businesses

During what many are now calling the "Great Recession," small business leaders were often forced to focus solely on just keeping their companies afloat. Consequently, quick-fix staffing solutions may have been implemented. As the business cycle shifts toward more positive ground, now is the time to re-evaluate your staffing situation so that your company is positioned for growth. Success hinges on knowing both *when* and *whom* to hire. Following are tips based on our company's new booklet, *Post-Recession Leadership Strategies: A Small Business Guide to Hiring, Managing and Retaining Staff:*

Recognize When It's Time to Add Personnel

After making tough staffing decisions during the downturn, no business wants to overhire. But how do you know when it's time to start slowly rebuilding your team? Beyond feeling chronically short-staffed, there are other signs that you may need to bring more personnel aboard. They include:

- **An overload of overtime.** Your employees frequently need to put in extra hours to complete their work. Remember that if you're not paying proper attention to staffing, your overtime costs can run more than a full-time salary.
- **Burnout.** Staff members show signs of fatigue and stress, including missed deadlines, more errors, decreased morale and increased absenteeism.
- **Constant firefighting.** Important projects are repeatedly deferred in order to put out more pressing fires.
- **All hands must be on deck at all times.** The absence of just one person throws your entire team off schedule.

Look for Specific Traits and Abilities

Small companies need power players — talented people who can fulfill multiple roles, balance an array of duties and be comfortable with fluid job descriptions. Whether you seek accounting professionals

for full-time, part-time or temporary positions, there are some key traits to look for in candidates. Those who thrive in small business environments typically possess:

- **An entrepreneurial spirit:** They apply creative and innovative thinking to realize strategic business goals.
- **A team-oriented attitude:** They have history of working collaboratively, constructively and cooperatively with others.
- **Complementary personality:** They adjust easily to the corporate culture and maintain an optimistic mindset.
- **Customer-service focus:** They are personable and able to provide superior service and support to clients, customers and other stakeholders.
- **Commitment and engagement:** They show interest in and commitment to the "big picture," understanding the link between individual effort and the group's success.

This article is provided courtesy of Robert Half Management Resources, North America's largest consulting services firm providing senior-level accounting and finance professionals on a project basis. For further information, visit ***www.roberthalfmr.com*** *or follow Robert Half Management Resources on Twitter at* ***twitter.com/roberthalfmr***

To request a copy of "Post-Recession Leadership Strategies: A Small Business Guide to Hiring, Managing and Retaining Staff," please visit ***www.roberthalf.us/smallbusinessseries****.*

Reminder

Check Your IIA Record

The end of the chapter year is a great time to check the IIA's records about you, especially employer name and e-mail address. It takes only a few minutes to login to the IIA, verify the record, and update it. We want to stay in touch with YOU.

You want to know who wins fabulous honors at the golf outing, right? No? Well, maybe you're interested in Jay Simon's group for auditors between jobs or having your anniversary or company recognized. We need current information about you to meet these goals.

How to?

Go to **www.theiia.org**.
Login on the red bar at the top of the home page. Press the "continue" button when offered. Select "Update Your Profile" on that red bar at the top of the page. Review the information and update as needed. Submit the changes (button at the bottom of the page.) If you changed organizations, then select "Has any of your Organization information changed?" near the bottom the page and enter new company name, title, etc. [You don't have to contact IIA customer service any more.]

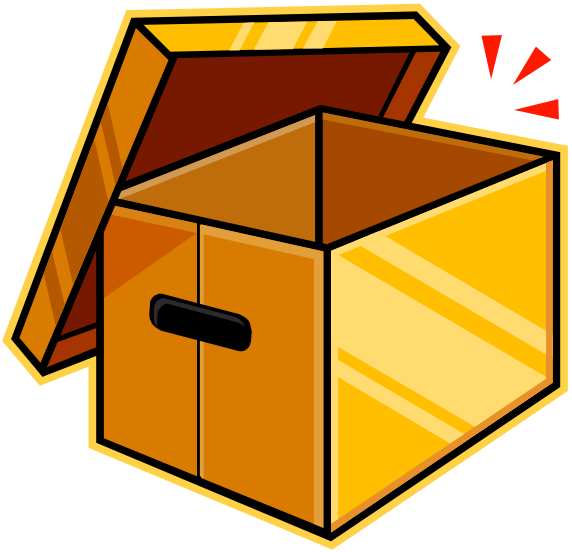
Stay informed by updating your profile. Keep it current!

Did you change jobs? Get promoted? Earn a certification? Are you moving? Getting a new email address?

If you can answer YES to any of the above questions, it is time to update your Member Profile with the IIA. Two methods exist to update your profile; 1) call national customer service 2) update on the IIA Member Profile website. Some items cannot be changed on the website and require calling the National IIA customer service at **407-937-1111**. These items include:

- Change in Chapter Affiliation (or region)
- Change in Name of Employer
- Addition of New Certifications

If you have a change that is not listed above, access IIA website to enact your changes. **https://www.theiia.org/iia/profile/index.cfm**.



Chapter CAP Award

Recall that the CAP program is designed to recognize activities that promote the IIA's strategic objectives. This program is established on the premise that the primary mission of a chapter is to serve its members first and then the internal audit profession. Points can be earned in three categories: Service to Members, Service to Profession, and Chapter Administration.

2009-2010	
Service to Members:	1,413.81
Service to Profession:	278.05
Chapter Administration:	345.00
Total CAP Points	**2,036.86**

Points may be gained by member participation in events such as meetings and seminars, published articles, speaking engagements, and chapter administration and activities. So, get involved and help the Northeast OH Chapter be the best we can be!

If you have published articles relating to internal auditing or have participated in speaking engagements relating to internal auditing or the profession contact Dave Schmidt at **dave.schmidt@roadway.com**. Your efforts in helping further the cause of our profession will help us achieve our platinum status.

Employment Opportunities

The chapter's Employment Committee serves as a clearinghouse for members seeking positions and organizations seeking personnel by reviewing resumes of applicants and attempting to match them with employer requirements. All inquiries are confidential. If you are looking for a position or are trying to fill a position contact Dan Bross at **(330) 534-2598** or e-mail him at Auditman42@yahoo.com.

Let Your Voice Be Heard!

Do you have any links, updates or industry news to share? Questions? Comments? Contact the NEO IIA Audit Voice Editor: **Anna.Stroup@protiviti.com**

Update Your Membership Information

Keep your IIA member records current with the IIA's new real-time "Update Profile" feature. Using this interactive web-tool, IIA members can make changes online and see the results on-screen immediately after submission. This is the best way for you to ensure that the IIA and your local chapter have the most accurate information. This profile information is used to create the email lists used to send out the newsletter and other chapter information. Check your record now at: **https://www.theiia.org/iia/profile/index.com**.

Chapter Library

Our chapter has a variety of reference materials available for members to use. These items can be borrowed for up to 2 weeks at a time. If you are interested in borrowing a publication from the Chapter's library, please e-mail Chris Boetto, at Chris.Boetto@OMNOVA.com or call him at (330) 869-4419.

Congratulations on Platinum Status in 2009!

Job Postings – May 2010

May	
Company	**Position**
Dana Holding Corporation	Senior Internal Auditor
Dana Holding Corporation	(Senior or) Manager of Internal Audit
Citizens Charter One	Commercial Business Unit Risk Manager
Envision	Sr. Internal Auditor
Cleveland Metropolitan School District	Internal Auditor
Lubrizol	Internal Audit Supervisor

Visit the News and Career Opportunities tab of the NEO IIA website for details and additional job postings.

http://www.theiia.org/chapters/index.cfm/view.news/cid/7