**From:** Lise Valentine [<mailto:LValentine@ChicagoInspectorGeneral.org>]   
**Sent:** Monday, March 03, 2014 4:09 PM  
**To:** Superfine, Richard  
**Cc:** Karen Randolph  
**Subject:** RE: Confidential - RE: Ethics notification of paid travel

Rich,

This message is to report that I have returned from the teaching trip described below.

The agenda of instruction is attached, showing that I taught four courses over two days for the Certified Inspectors General Institute.

Please let me know if you need anything further.

Thank you

Lise

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Lise Valentine

Deputy Inspector General, Audit and Program Review

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| --- | --- | --- | --- |
| **Monday, February 24, 2014** | | | |
| 7:30-8:00AM | Welcome and Registration |  |
| 8:00-8:30AM | Overview of the AIG | Hector Collazo |
| 8:30-10:00AM | Governmental Auditing Standards | William Divello |
| 10:00-11:00AM  11:00-12:00PM  12:00-1:00PM  1:00-3:00PM  3:00-5:00PM | Governmental Accounting Standards- Federal  Potential Monetary Benefits  Lunch  Risk Based Audit Planning  Supervising Audit Staff | William Divello  William Divello  Lise Valentine  Lise Valentine |
| **Tuesday, February 25. 2014** | | | |
|  |  |  |
| 8:00-10:00AM | Overview of Financial Fraud, Forensic Auditing and Investigative Techniques | William Divello |
| 10:00-12:00PM | Planning and Performing the Audit | Lise Valentine |
| 12:00-1:00PM | Lunch |  |
| 1:00-3:00PM | Interview Techniques | Lise Valentine |
| 3:00-5:00PM  6:00PM | Ethics  Networking Social | Phil Zisman and Melinda Miguel  (Hotel Lobby) |
| **Wednesday, February 26, 2014** | | | |
|  |  |  |
| 8:00-9:00AM | Internal Controls | Melinda Miguel |
| 9:00-10:00AM | Follow-Up | Hector Collazo |
| 10:00-12:00PM | Documenting Audit Results | Hector Collazo |
| 12:00-1:00PM  1:00-3:00PM  3:00-5:00PM | Lunch  Governmental Accounting Standards- State and Local  Contracting for Auditors | Jim Boyd  Tom Caulfield and Sheryl Steckler |
| **Thursday, February 27, 2014** | | | |
|  |  |  |
| 8:00-10:00AM | Red Book Standards | Jim Boyd |
| 10:00-12:00PM | IT Auditing | Jim Boyd |
| 12:00-1:00PM | Lunch |  |
| 1:00-2:00PM | Peer Review | Sheryl Steckler |
| 2:00-4:00PM | Statistical Sampling | Sarah Fontenelle |
| 4:00-5:00PM | Use of Specialists | Sarah Fontenelle |
| **Friday, February 28, 2014** | | | |
| 8:00-10:00AM | Report Writing | Sarah Fontenelle |
| 10:00-12:00PM | AIG Standards | Hector Collazo |
| 12:00-12:30PM | Lunch |  |
| 12:30-3:00PM | Exam |  |
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