

Chapter Newsletter
October 1999

Next Meeting:

October 20, 1999

Where: Duba's, Grand Rapids

Program Coordinator: John Arens

5:00 5:30 Social Hour / Registration

5:30 6:30 Presentation – Security Awareness

6:30 7:30 Dinner

Please remember to contact John Blair (telephone 616-246-4730 or email JBLAIR2@steelcase.com) to register for the various sessions. **The cost is \$22 for members and \$25 non-members.** He will need your name, company name, telephone number and meal selection. We will attempt to meet special dietary needs for pre registered attendees.

President's Message:

Greetings! For those of you that missed our September meeting, our very own John Blair did a great job presenting the topic of Firewalls. He had some good handouts, and the web-sites he provided us will prove useful in the future. (If you would like a copy of the web-sites, please contact J.B. at JBLAIR2@Steelcase.com). We received some good follow-up comments from the attendees; thanks John!

Our upcoming meeting topic is Security Awareness on Wednesday, October 20th, at Duba's, by Regina Moore of Meijer, Inc. It should be a very good meeting, with some dynamic discussion.

During our last Board meeting, we discussed ideas to make the meeting presentations more professionally meaningful to the members. As a result of our discussion, we are asking presenters to try to focus their presentation on the following:

Risks	(what can go wrong)
Mediation controls	(what keeps bad things from happening)
Steps to test controls	(how do we check the process for controls)
How-to or fixes	(process for developing controls)
Question/Answer	(discussion of how we do it and what works or does not work)

It will be interesting, at the end of this year, to see how well the presenters have done. We will likely tweak these items as the year progresses, so give me your feedback. I look forward to seeing you on October 20th!

Until next time,
John A. Arens, CPA
Arensj@Meijer.com

Presenter's Bio:

Regina Moore is an Advanced Information Systems Auditor at Meijer, Inc. Prior to this, she managed the Financial Systems department for The Home Depot, at their corporate headquarters in Atlanta. Regina has a BBA in Accounting and an AS in Computer Science from Davenport College and this year's recipient of Davenport College's 1999 Perseverance Alumni Award. She

is the leading support person for developing educational research in Security Awareness at Meijer, and has been instrumental in the development of the Security Awareness team and program at Meijer.

I would like to take this opportunity to thank John Arens for volunteering to coordinate this meeting topic.

Recruiting:

Accident Fund of Michigan is recruiting for the position of Senior I/S Auditor. Please discuss with Michael Sekoni at our meeting or contact him at 517-367-1439 or email michaels@accidentfund.com. The formal stuff:

Senior Auditor, Information Systems

AFC is seeking an experienced professional to become part of our internal audit team. Candidates should have a minimum of Bachelor's degree in information systems, computer science, accounting, finance or related field. Completion of industry recognized professional designation (CISA, CIA or CPA) required.

Experience in the insurance, health care or finance industry required, as is proficiency in UNIX, Windows NT, Oracle database and ACL. Experience in evaluating Client/server environments preferred. A minimum of four years' experience (two of which must have been in information systems audit) required.

Job Summary

This position will perform audits, consult/advise during system development efforts and as a technical resource to non-Information systems auditors. Audit new and existing information systems applications to ensure that appropriate controls exist, that processing is efficient and accurate, and that information systems procedures comply with corporate standards. Contacts are with all levels within the organization and with the Audit Committee of the Board.

Successful candidates must possess excellent verbal and written communication skills, and strong computer, analytical and organizational skills are essential.

Apply by submitting your resume and salary requirements to: Accident Fund Company, Human Resources Department, P.O. Box 40790, Lansing, MI 48901-7990;
Fax to: 517.342.4305; e-mail: michelem@accidentfund.com

Comments from the Program Committee Chair - Rick Cummings:

The chapter board is quite excited about this year's presentations of what YOU thought were important and interesting areas of Audit. The listing of meeting topics and the annual seminar are listed later in this newsletter as well as on the Web.

As we continually strive to provide quality information to our membership and others, we also look for ways to make the meetings more convenient. There is a wide acceptance to our "hang out" at Duba's, which is very accessible from many areas outside of GR. We have continued the tradition for our Grand Rapids meetings. We are also looking for something equally as convenient and with plenty of room and Good Food for the Lansing meeting in March 2000. We will be publishing the site later this year along with the seminar information on E-Commerce.

A couple of changes this year in both the timing of meetings and the content guidelines adopted by the Board. It was agreed that December and January meeting would be limited in attendance due to holiday parties, and, that many of you may have given up your year-end for Y2K readiness. We also assumed that January, will be a very busy month for everyone as well. In light of this, we added October back into the schedule with a renewed discussion of Security Awareness.

Another change was to move the Seminar out to last week in April, ending the year with topics on E-commerce. We are hopeful that, with the change, will come better weather, and Tax season will be over (except for all those extensions).

We continually strive to provide programs that everyone may have interest in. In doing so, we are establishing some basic guidelines for presentation that, we hope, will focus the upcoming topics to help you with addressing the issues and tools to assist in the process.

THE GUIDELINES ARE SIMPLE:

Risks	(what can go wrong),
Mitigating Controls	(what keeps bad things from happening)
Steps to test controls	(how do we check the process for controls),
How-to's or fixes	(process for developing controls=hit list),
Question/Answer	(discussion of how we do it and what works or does not work)

We hope these guidelines will further improve the content of the presentations for you.

For those of you who completed the survey distributed earlier this year, Thank You! The Program Committee appreciated your time and effort in helping us to help the chapter.

Rick

Comments from the Editor:

Sharing information. If you come across a good piece of information or web site, please let me know for inclusion in the newsletter. If you would like to submit an article or discussion topic or have difficulty reading this email message or the attached document, please let me know.

I am looking for a speaker for the November 17th presentation covering Data Warehousing / Data Classification. If you are interested or know someone that might be interested in presenting this topic, please contact me at your convenience. We would like to use local talent for the one-hour presentations.

November Meeting at Duba's:

Program Coordinator: Bernie Powers

4:30	5:00	Board Meeting
5:00	5:30	Social Hour / Registration
5:30	6:30	Presentation – Data Warehousing / Data Classification
6:30	7:30	Dinner

Thank you for your patience as the newsletter activities are being coordinated, any feedback would be appreciated.

Bernie Powers, CISA (bpowers@steelcase.com or 616-248-7584)