



AGENDA

Internal Audit Oversight Committee

Wednesday, June 8, 2022
2:00 p.m. to 3:00 p.m.

Virtual meeting – [Public link](#)
Committee members provided unique panelist links

Time	Topic	Presenter(s)	Materials	Expectations
2:00	Welcome and introductions (10 min)	Chair Minh Dan Vuong	Note: All meeting materials provided prior to meeting start. Note: No public comments will be heard. Emailed comments are welcome at OCIA@Clackamas.us	Call to order/roll – Welcome new member, Jeff Gibbs; Review meeting agenda; Identify new business, if any
2:10	April 7, 2022, meeting minutes (5 min)	Chair Minh Dan Vuong	1_2022_04_07 Minutes_draft for approval	Action requested - Recommend review and adopt, with necessary edits, if any
2:15	Contract Administration Audit (25 min)	Kathy Yeung, Senior Internal Auditor Elizabeth Comfort, Finance Director Ed Johnson, Finance Deputy Director Ryan Rice, Procurement Manager	2_Contract Administration Report #2021-04 3_Contract Administration Report presentation	Informational – solicit feedback
2:40	Office of County Internal Audit Charter and Internal Audit Oversight Committee Charter Reviews (10 min)	Jodi Cochran, County Internal Auditor	4_OCIA Charter_Approved 20200722_draft revision-2022 v4 5_IAOC Charter_Approved 20200722_draft revision-2022 v2	Actions requested - Recommend review and adopt, with necessary edits, if any, both charters
3:50	2021 Audit Plan & Quality Assurance Improvement Program (QAIP) status updates (5 min)	Jodi Cochran, County Internal Auditor	6_2022 Audit Plan – Q2 Status 7_2022 QAIP – Q2 Status	Informational – solicit feedback

Time	Topic	Presenter(s)	Materials	Expectations
3:55	Meeting schedule (5 min)	Chair Minh Dan Vuong		Establish meeting schedule for 2022 and 2023, subject to individual meeting adjustment; Time revision to afternoon.
	Round Table	All		
	Meeting adjournment	Chair Minh Dan Vuong		
Next IAOC Meeting: Wednesday, September 14, 2022, 2:00 p.m. to 3:00 p.m.				

FUTURE INTERNAL AUDIT OVERSIGHT COMMITTEE MEETING SCHEDULE Quarterly on second Wednesday of the month (March, June, September, December)				
Day	Date	Time	Location	
Wednesday	September 14, 2022	2:00 p.m. to 3:00 p.m.	TBD	
Wednesday	November 9, 2022*	2:00 p.m. to 3:00 p.m.	TBD	
Wednesday	December 7, 2022	2:00 p.m. to 3:00 p.m.	TBD	
Wednesday	March 8, 2023	2:00 p.m. to 3:00 p.m.	TBD	
Wednesday	June 14, 2023	2:00 p.m. to 3:00 p.m.	TBD	
*Special IAOC planning meeting – To review risk assessment and potential 2023 audit engagements				