



AGENDA

Internal Audit Oversight Committee

Wednesday, March 20, 2024
1:00 p.m. to 2:00 p.m.

Virtual meeting – Panelist links provided via email and updated calendar invite.
Public link available on Clackamas County Internal Audit Oversight Committee [website](#)

Time	Topic	Presenter(s)	Materials	Expectations
1:00	Welcome and introductions (5 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 – Review meeting agenda; Identify new business, if any
1:05	October 11, 2023, meeting minutes (5 min)	Chair Minh Dan Vuong	1_2023_06_14 Minutes draft for approval	Action requested - Recommend review and adopt, with necessary edits, if any Recommended Motion – “Move to adopt the October 11, 2023, meeting minutes as written (OR with edits as noted)”
1:10	Committee and Staff Recognitions (5 min)	Chair Minh Dan Vuong		Informational – Team recognition
1:15	County Internal Audit Recommendations Monitoring – Status presentation (15 min)	Jodi Cochran, County Internal Auditor	2_2023 County Internal Audit Recommendations – Status Presentation	Informational – solicit feedback
1:30	Internal Audit Oversight Committee Charter and Bylaws (10 min)	Jodi Cochran, County Internal Auditor	3a_ Internal Audit Oversight Committee Charter and Bylaws – 3.2024 Revision for approval	Action requested - Recommend review and adopt, with necessary edits, if any Recommended Motion –

Time	Topic	Presenter(s)	Materials	Expectations
			3b_ Internal Audit Oversight Committee Charter and Bylaws – DRAFT 3.2024 Redlined Revision v1 3c_ Internal Audit Oversight Committee Charter and Bylaws – Approved 20220608	“Move to adopt the Internal Audit Oversight Committee Charter and Bylaws as written (OR with edits as noted)”
1:40	Office of County Internal Audit Charter (5 min)	Jodi Cochran, County Internal Auditor	4a_ Office of County Internal Audit Charter – 3.2024 Revision for approval 4b_ Office of County Internal Audit Charter – DRAFT Redlined Revision v1 4c_ Office of County Internal Audit Charter – Approved 20220608	Action requested - Recommend review and adopt, with necessary edits, if any Recommended Motion – “Move to adopt the Office of County Internal Audit Charter as written (OR with edits as noted)”
1:45	Quarterly status updates (10 min)	Jodi Cochran, County Internal Auditor	5_ FY23-24 Audit Plan – 3.20.2024 Status 6_ QAIP – 3.20.2024 Status	Informational – solicit feedback
1:55	Round Table	All		
	Meeting adjournment	Chair Minh Dan Vuong		
Next IAOC Meeting: Wednesday, April 10, 2024, 2:00 p.m. to 3:00 p.m.				

FUTURE INTERNAL AUDIT OVERSIGHT COMMITTEE MEETING SCHEDULE
Quarterly on second Wednesday of the month (January, April, June, October)

Day	Date	Time	Location
Wednesday	April 10, 2024	2:00 p.m. to 3:00 p.m.	ZOOM
Wednesday	June 12, 2024	2:00 p.m. to 4:00 p.m.	ZOOM
Wednesday	October 9, 2024	2:00 p.m. to 3:00 p.m.	ZOOM
Wednesday	January 15, 2025	2:00 p.m. to 3:00 p.m.	ZOOM

Internal Audit Oversight Committee meetings are public meetings, conforming to Oregon's Public Meeting Law. We encourage all interested to join for observation. If you would like to share comments with the Committee, please email your thoughts to OCIA@Clackamas.us. All emails received by the Office of County Internal Audit will be provided to the Committee members for consideration.

The Clackamas County Internal Audit Oversight Committee is established under the authority provided in County Code Chapter 2.15: County Internal Auditor. It is comprised of two County Commissioners, the County Administrator, the County Counsel and three community members representing cumulative expertise in local government, finance, risk, information security, equity and process improvement.

Through oversight of the Office of County Internal Audit activities, the Committee's mission is to enhance and protect Clackamas County's organizational value by promoting risk-based and objective assurance, advice and insight. The Committee is authorized to:

- ✓ Evaluate management's response to audit recommendations and noted opportunities for improvement.
- ✓ Ensure no unreasonable restrictions are placed on the County Internal Auditor.
- ✓ Support transparent communication between the County Internal Auditor, County Administrator and Board of County Commissioners.
- ✓ Monitor Office of County Internal Audit activities by working with the County Internal Auditor.

Committee members do not direct staff, and County operational strategies and management decisions are not made during these meetings. The Office of County Internal Audit and the Internal Audit Oversight Committee encourages management to facilitate those discussions and activities in different venues - allowing County governing bodies to provide County leadership and direction. Internal Audit Oversight Committee meetings serve to raise awareness, transparency and accountability - to build public trust through good government.

TRANSLATION & ACCESS NOTICE

The Office of County Internal Audit is committed to providing meaningful access to users of its communications. For accommodations, translations, or additional information, please contact us via email at ocia@clackamas.us or via phone at 503-742-5983.

La Oficina de Auditoría Interna del se compromete a brindar un acceso significativo a los usuarios del informe. Para obtener adaptaciones, traducciones o información adicional, contáctenos por correo electrónico a ocia@clackamas.us o por teléfono al 503-742-5983.

县内部审计办公室致力于为该报告的用户提供有意义的访问权限。有关翻译或其他信息，请通过电子邮件 ocia@clackamas.us 或拨打 503-742-5983 与我们联系。

Офис окружного внутреннего аудита стремится к предоставлению реального доступа пользователям отчета. Для услуг по размещению и переводу, а также за дополнительной информацией вы можете связаться с нами по электронной почте ocia@clackamas.us или телефону 503-742-5983.

Văn phòng Kiểm toán Nội bộ Hạt cam kết cung cấp phương tiện phù hợp để người dùng tiếp cận báo cáo. Để biết thêm thông tin về, dịch thuật, hoặc các thông tin khác, vui lòng liên hệ chúng tôi qua email ocia@clackamas.us hoặc số điện thoại 503-742-5983.

Управління внутрішнього контролю округу прагне забезпечити повноцінний доступ до звіту для осіб, які звертаються за ним. З питань щодо розміщення, перекладів або отримання додаткової інформації, будь ласка, напишіть нам на електронну пошту ocia@clackamas.us або зателефонуйте за номером 503-742-5983.