
Recommendations in Summation

To improve County processes, we recommend CCTCA management:

- Continue to develop ways to measure and report on their return on investment (ROI) as it relates to social media and the CCTCA website.
- Ensure compliance with procurement card policies during their review.
- Consider making notations on the procurement card log to clarify circumstances that could indicate non-compliance.
- Work with the Finance department and County Counsel to develop a system that ensures compliance with federal reporting laws associated with payments for travel influencers, prize or promotion recipients.
- Consider creating a written agreement with travel influencers visiting Clackamas County where CCTCA is paying for some or all of the travel influencers' media trip costs.
- Have the aforementioned lease, agreements and contract reviewed and approved by the appropriate departments and officials (e.g. BCC) in compliance with the procurement and local contract review board (LCRB) rules.
- Work to identify all leases, agreements and contracts which may require additional (e.g. BCC) approval.
- Work with the Procurement division to develop a process to adequately and efficiently document sole sourcing decisions and compliance with sole sourcing procurement requirements.

To improve County processes, we recommend Finance management:

- In conjunction with County Counsel, continue to identify and work with online travel companies (OTC's) and intermediaries to ensure compliance with the Clackamas County Code.
- Work with the Oregon Department of Revenue (DOR) to identify non-transient lodging tax reporters when this option becomes available.
- Explore additional options, such as outside vendors, to identify noncompliant transient lodging tax (TLT) reporters.
- Continue to work to fully implement all recommendations outlined by MCO.