



AGENDA

Internal Audit Oversight Committee

Wednesday, October 09, 2024
2:00 p.m. to 3:00 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
2:00	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
2:05	Status Update: Elections Ballot Security – Updated Processes for Ballot Security (15 min)	Kathy Yeung, Senior Internal Auditor Clackamas County Clerk McMullen	3_Presentation_Status Update-Elections Ballot Security Report 4_Report_Status Update-Elections Ballot Security Audit Final Report	Informational – solicit feedback
2:20	Meeting minutes: June 12, 2024 August 21, 2024 (10 min)	Chair Minh Dan Vuong	1_2024_06_12 Minutes draft for approval 2_2024_08_21 Minutes draft for approval	Action requested - Recommend review and adopt, with necessary edits, if any Recommended Motion(s) – “Move to adopt the June 12, 2024, meeting minutes as written (OR with edits as noted)” “Move to adopt the August 21, 2024, meeting minutes as written (OR with edits as noted)”
2:30	Quarterly status updates: FY25 Audit Plan	Jodi Cochran, County Internal Auditor	5_FY24-25 Audit Plan – 10.09.2024 Status 6_QAIP – 10.09.2024 Status	Informational – solicit feedback

Time	Topic	Presenter(s)	Materials	Expectations
	Quality Assurance & Improvement Program (15 min)			
2:45	Public Meeting Law (10 min)	Jodi Cochran, County Internal Auditor	7_Public Meeting Law presentation	Informational – Provide overview of recently updated Public Meeting Law
2:50	Round Table	All		
	Meeting adjournment	Chair Minh Dan Vuong		
Next IAOC Meeting: Wednesday, January 15, 2025, 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	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.