



MEETING MINUTES

Internal Audit Oversight Committee

Wednesday, July 16, 2025
11:00 a.m. to 12:00 p.m.

Virtual meeting

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| ☒ Minh Dan Vuong, IAOC Chair, Community Member | ☒ Jeff Gibbs, Community Member | ☒ Wilda Parks, Community Member | ☒ Craig Roberts, Chair of Board of County Commissioners | ☒ Paul Savas, Vice-chair of Board of County Commissioners | ☒ Gary Schmidt, County Administrator | ☐ Vacant, County Counsel |
| ☒ Brian Nava, County Treasurer (Non-voting) | ☒ Jodi Cochran, County Internal Auditor | ☒ Kathy Yeung, Senior Internal Auditor | ☒ Garrett Teague, Senior Community Relations Specialist, PGA | ☒ Nancy Bush, County Operating Officer | | |

Issue	Presenter/ Staff Contact	Issue Description	Decision/Action/Assignments
Welcome and Introductions	Chair Minh Dan Vuong	Chair Minh Dan Vuong opened the meeting and welcomed the Internal Audit Oversight Committee members. Chair Minh Dan Vuong went over the purpose of this meeting and the role/responsibilities of the Oversight Committee. County Internal Auditor Jodi Cochran performed a roll call. It was noted a committee quorum was present.	None

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		It was announced that the meeting is a public meeting and is accessible via ZOOM to any member of the community who would like to observe. Public comment will not be taken during the meeting but can be emailed to OCIA@Clackamas.us .	
FY25-26 Audit Plan	Jodi Cochran, County Internal Auditor	Jodi presented the proposed FY25-26 Audit Plan. The presentation highlighted the Office of County Internal Audit's roles and responsibilities, risk assessment results, proposed engagements, and the recommended Internal Audit Oversight Committee action. For each proposed engagement, the risk score, strategic priority, and insight on the evaluation standards were provided. Commissioner Paul Savas moved to adopt the FY25-26 Audit Plan as written. Wilda Parks seconded the motion. The following members voted yes: Minh Dan Vuong, Wilda Parks, Jeff Gibbs, Chair Craig Roberts, Commissioner Paul Savas, and Gary Schmidt. The motion was approved unanimously.	FY25-26 Audit Plan approved as written.
Clackamas County Circuit Courthouse project audit – Final report	Jodi Cochran, County Internal Auditor Nancy Bush, County Operating Officer	Jodi Cochran presented the Clackamas County Circuit Courthouse project audit results. Nancy Bush was present as both the County Operating Officer and as the Project Manager. The presentation addressed why the engagement was important, what was observed, and the status of recommendations. Commissioner Savas inquired about contract administration and maintenance costs beyond the 30-year contract. Nancy and Jodi provided responses and indicated how recommendation four on the report regarding a formal contract administration plan would strengthen sustainability, quality and consistency of contract administration activities. As this was information, no further action was needed.	Informational — solicit feedback
Round Table	All	No additional comments made.	

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Meeting adjournment	Chair Minh Dan Vuong	With no additional comments from the Committee, the meeting adjourned at 11:40 a.m.	
		Next scheduled meetings: Wednesday, October 8, 2025 2:00 p.m. to 3:30 p.m. Location: Virtual – Zoom Note: Meeting was subsequently rescheduled to October 29, 2025	Submitted by: Kathy Yeung Adopted as written by Internal Audit Oversight Committee on October 29, 2025