



For Recording Stamp Only

Minutes of the Meeting of the
Deschutes County Audit Committee

Date: July 18, 2024

Location: Deschutes Services Building, 1300 NW Wall St, Allen Conference Room

x	<i>Facilitator:</i> Elizabeth Pape, County Internal Auditor		
Audit Committee Public Members (6 members)			
x	Daryl Parrish, Chair	x	Summer Sears <i>(via Zoom)</i>
	Joe Healy	x	Jodi Burch <i>(via Zoom)</i>
x	Kristin Toney	x	Phil Anderson
Audit Committee County Management Members (3 members)			
x	Patti Adair, County Commissioner	x	Charles Fadeley, Justice of the Peace
x	Lee Randall, Facilities Director		
Others Present:			
x	Aaron Kay, Performance Auditor	x	Nick Lelack, County Administrator
x	Kathleen Hinman, Director Human Resources	x	Angie Powers, BOCC Administrative Assistant

This HYBRID meeting was held virtually via Zoom Conference Call, and in the Allen room of the Deschutes County Services Building.

- I. **Call to Order** Chair Parrish called the meeting to order at 9:02 a.m.
- II. **Introductions / Notices**
- III. **Executive Session under ORS 192.660(2)(i), personnel issues** – Annual Performance Review of County Internal Auditor

At the time of 9:02 a.m., the committee entered Executive Session under ORS 192.660(2)(i) Personnel Issues.

The Committee came out of Executive Session at 9:59 a.m. and invited Aaron Kay and other attendees back into the room.

Motion: Adair moved adoption of Pape’s Performance Evaluation with an overall rating of “Meets Expectations”

Second: Parish
Votes: All yes. Motion carried.

IV. Review/Approval of June 14, 2024 minutes

Motion: Fadeley moved approval of the June 14, 2024 minutes

Second: Toney

Votes: All yes; Sears abstained. Motion carried.

V. Special Topics:

a. Proposal to move from quarterly to bi-monthly meetings

Motion: Anderson moved approval of changing meeting frequency from quarterly to bi-monthly

Second: Adair

Votes: All yes. Motion carried.

Pape noted that the committee will plan to meet in even-numbered months.

VI. Closing and Adjourn

The next meeting is scheduled for August 2024.

Adjournment: *Being no further issues brought before the Committee, the meeting was adjourned at 10:02 a.m.*

Respectfully submitted,



Angie Powers
BOCC Administrative Assistant