



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: June 4, 2025

SUBJECT: Audit Committee Appointments

RECOMMENDED MOTION:

Move approval of appointment to Audit Committee for

- *Steve Dennison, Department Head Member, elected (Term ending 6/30/27).*

Move approval of reappointment to Audit Committee for

- *Jodi Burch, Public Member (Term ending 6/30/27)*
- *Kristen Toney, Public Member (Term ending 6/30/27).*

Appointment letters will follow for Board signature.

BACKGROUND AND POLICY IMPLICATIONS:

The Deschutes County Audit Committee provides oversight to the external and internal audit functions of the County. It helps ensure the audit function retains organizational independence from political and administrative pressures. The Audit Committee's organizational documents are codified in the Deschutes County Code Chapter 2.15.

The Audit Committee consists of

- *One representative from the Board of County Commissioners*
- *Six public members (two positions are optional)*
- *Two Department Heads (traditionally one of the Department Head positions is held by an elected official)*

Audit Committee terms are two years long and are staggered so as to not have all of the committee members turn-over in any given year. Members may be re-appointed to successive terms. The County Administrator is precluded from serving on the committee.

Judge Charles Fadely, Department Head Member since September 2021, has let us know that he would like to retire from the committee. The County Internal Auditor solicited interest from Deschutes County elected department heads by email. Steve Dennison, County Clerk, was the

only one who expressed interest.

Jodi Burch has been a Public Member of the Audit Committee since October 2019, and we value and appreciate her participation. Her two-year term expires on June 30, 2025. Jodi Burch has expressed interest in serving another two-year term on the committee.

Kristen Toney has been a Public Member of the Audit Committee since January 2024, and we value and appreciate her participation. Her two-year term expires on June 30, 2025. Kristen Toney has expressed interest in serving another two-year term on the committee.

BUDGET IMPACTS:

none

ATTENDANCE:

Elizabeth Pape, County Internal Auditor

Estimated time needed for item (presentation/questions/discussion/action): 5 minutes