

2021 Regular Session
JOINT LEGISLATIVE AUDIT COMMITTEE
Committee Orientation

Remote Committee Meetings

- The Joint Legislative Audit Committee (JLAC) will meet remotely (i.e., virtually) using the Microsoft TEAMS application. The physical committee meeting room will be unavailable to members and the public until such time as the Legislature is able return to meeting in-person.
- Committee members will be sent TEAMS invitations for each meeting of the Committee by the LFO Committee Coordinator.

Attendance

- JLAC meetings are scheduled for Tuesdays and Thursdays from 3:15-5:00 PM throughout the 2021 legislative session.

Please Note: The primary day for JLAC meetings will be Thursdays. Meetings might be held on Tuesdays later in the session as determined by the JLAC Co-Chairs.

- Please be in attendance at the scheduled starting time for each meeting. If you are unable to attend a meeting, please notify by email or phone both Subcommittee Co-Chairs and Paul Siebert 503-986-1843 or paul.r.siebert@oregonlegislature.gov. Attendance is important given quorum and voting majority requirements.

Committee Rules

- The Committee will use the rules which are included in your materials today. The Committee will adopt rules at its first meeting of the 2021 session.
- The Senate and House will hold the gavel every other meeting.
- This Committee has three Senate members and three House members. This means that two Senate members and two House members are required to make a quorum to open the meeting and to report out legislation.
- A roll call vote will be necessary during remote hearings and the Committee Assistant will call the roll.

Remote Meeting Operations

- For Committee meetings, please have your video monitor turned on and mute your microphone unless speaking.
- Please use the “raise your hand” feature in Microsoft TEAMS to alert the presiding subcommittee co-chair that you have a question or comment to make.

- In the event of technical difficulties, exit and then try rejoining the TEAMS meeting. If still unable to rejoin the TEAMS meeting, please call into the TEAMS meeting using the phone number provided in the TEAMS invitation. *Please note, you may only call into the meeting with a phone number(s) previously provided to subcommittee staff.*

Meeting Materials and Agendas

- Meeting materials will be provided to Subcommittee members electronically, via the Oregon Legislative Information System (OLIS) and legislative staff meeting materials are displayed separately from other posted meeting materials, including public testimony.
- Meeting Notice is required 48 hours in advance for informational meetings. Meeting Notice is required 72 hours before the first public hearing on a measure and 48 hours for subsequent public hearings and work sessions. This may change near the end of session.
- Amendments must be submitted electronically and posted for public viewing four hours before consideration.
- Measures can be carried over to the next scheduled meeting when work has not been completed, if the Committee Co-Chair announces that the measure will be carried over and the measure is carried over for the same purpose as originally scheduled (e.g., public hearing must be carried over as a public hearing).
- Meeting agendas will be provided through OLIS.

2021 Session Work

- Legislation
 - Bills affecting audits or the audit process
 - Bills for specific audits
 - Potential JLAC bills addressing audits or audit statutes
- Secretary of State Audit Plan
- Statutorily Required Reports and other audit related reports
 - Internal Audit Report (prepared by the Department of Administrative Services)
 - Semi-independent Agencies report
 - Other reports
- Review of Select Audits Completed by or for the Division of Audits
 - Presentation by Secretary of State Division of Audits
 - Presentation by audited agency
 - Public testimony
 - Analysis of audit by LFO staff
- Other
 - Review Key Performance Measures

- Audits follow-up
- Other audit related topics