



2024–2025 Audit Plan Update

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Overview

This is the mid-biennium update to the 2024-25 Audit Plan. We complete this update to realign resources and workload as needed based on progress made in completing the audit plan. Consideration is also given to potential changes in priorities since the plan was adopted. The methodology and topic information for the audit plan can be found on the ODOT website. [[Link to the 2024-25 Audit Plan](#)]

Topics identified and the schedule in the plan may be altered due to emerging risks or other factors. Decisions to add/remove topics or adjust priorities are made at the discretion of the Chief Auditor with consideration of management and Oregon Transportation Commission (OTC) input. Additionally, once an audit is underway, the scope and objectives may change during the preliminary phase as auditors get updated information and prepare a detailed work plan. This may impact the level of effort to complete an audit.

Adjustments made to the 2025 plan account for workload, emerging priorities, and changing risks. Overall, the plan retains its emphasis on audit topics related to ODOT's Strategic Action Plan. See the following explanation on the changes made to the plan:

- Addition of an audit to review ODOT's compliance with Tiered Delegation 1095-20. The Delegation comes from DAS and gives ODOT procurement authority up to \$5 million.
- Four audits were moved off the plan and the topics will be reviewed as part of the 2025 risk assessment.
 - ODOT's Public Transit Division
 - Office of Equity and Civil Rights
 - Equity and Contracting
 - Follow-up on A&E Procurement Timeliness
- The planned audit on ODOT's new tolling program was removed as the program was put on hold and has not been implemented.

The descriptions and broad objectives in this plan are starting points for audits that we anticipate will be assigned in the 2025 calendar year. The topics are based on discussions with ODOT management, external partners, audit staff research, and the audit team's professional judgment on the most effective deployment of audit resources.

2025 Audit Plan Topics

| Planned Audit Work | Description |
|---------------------------------------|---|
| ODOT Climate Efforts | An audit could review ODOT’s efforts to meet its stated climate goals and alignment across the agency to work towards incorporating climate impacts in decision making. |
| Community Engagement | An audit may look at engagement on a project level including utilization of the Community Engagement Toolkit, engagement with Tribes, and how feedback is used by agency staff. |
| Interstate Bridge Replacement Program | Audit work is being coordinated with the Washington Department of Transportation’s Internal Audit team to prioritize topics as the IBR moves forward. Audit work has been on-going. |
| DMV Driver Suspensions | An audit may review the decision-making process for a driver suspension for consistency and accuracy of data relied on. |
| Public Records Requests | Review the process for public records requests to determine if they are being responded to timely, completely, and adhere to requirements. |
| Delegation Orders | The audit would review the process for how delegation orders are set and managed to determine if all necessary authorities are addressed and consistency in language. |
| DAS Tiered Delegation | Review ODOT’s compliance with DAS Tiered Delegation 1095-20. |
| Department of Aviation | Potential areas include grant monitoring, procurement processes and delegation authority. |
| Follow-up Audit Work | Description |
| DMV MPG Ratings | The follow-up will review actions taken to implement recommendations from report 22-01, <i>Persistent Fee Errors Occurring in DMV’s Title and Registration Transactions</i> . |

Annual Topics for 2025

| Management & OTC Requests | Description |
|--------------------------------|---|
| Pending | Time allotted for management and OTC requests. |
| Annual Audit Work | Description |
| Routine Follow-up & Monitoring | This will be time spent by auditors following-up on completed projects, monitoring implementation status, and determining when further follow-up work should be done. |
| Risk Assessment | We will conduct a full risk assessment in the fall of 2025 to develop the next biennial audit plan. |

Carryover Audit Work

The audits below are carryover from 2024 that are in the planning or fieldwork phases.

| Carryover Audit Work | Description |
|--------------------------------------|--|
| Environmental Compliance | The audit is looking at organizational roles and responsibilities for ODOT to fulfill environmental responsibilities and assess compliance with the Federal Aid Highway Program Section 7 Endangered Species Act Programmatic Agreement (FAHP). This work is being done in coordination with FHWA. |
| Construction Contract Cost Increases | The audit may review the drivers for recent increases to construction contracts and efforts taken by ODOT to mitigate cost increases. |
| Project Labor Agreement | Audit work may review impacts real-time of the project labor agreement on the Newberg-Dundee project. Initially scoped to review Community Workforce Agreements. |
| Information Technology (IT) Security | The audit will review ODOT's internal controls for Identity and Access Management (IAM) from a range of user types and systems. |

Risk Areas Not Included in the Audit Plan

We included as many audit topics on the 2025 Audit Plan as we anticipate having resources to address. The following list of topics are not currently scheduled for audit. However, if time allows and resources are available, these topics could be considered for inclusion in the audit plan. The topics are not in a priority order.

| Additional Audit Topics | |
|-----------------------------------|---|
| Risk Area | Description |
| Rose Quarter Project | Time held for audit work related to the Rose Quarter project which could include items such as contract administration and project controls. Work would be scoped on an ongoing/real-time basis. |
| Public Transit Division | An audit could include reviewing the division's oversight of transit providers, grant management, and internal processes. |
| Office of Equity and Civil Rights | Review efforts taken by OECR to further ODOT's goal to prioritize diversity, equity, and inclusion to ensure all Oregonians benefit from transportation services and investments. |
| Road Usage Charging | Review the agency's preparedness to transition to a mandatory program. |
| Equity and Contracting | The audit scope could include multiple areas related to ODOT's efforts to bolster equity in contracting such as DBE certification, small business development, and direction from the Governor's Executive Order 22-15. |
| Succession Planning | Review the agency's efforts to implement succession planning including identifying & documenting key processes, staff knowledge transfer, and training. |
| A&E Contract Timeliness | The follow-up will review the actions taken to implement recommendations from report 21-03, <i>A&E Procurement Timeliness Impacted by Slowdowns</i> . |
| Crash Data | An audit would review crash data processing timeliness, accuracy, and management of sensitive data. |
| Innovative Mobility Program | The audit may review the procedures and initial grant awards for alignment with program goals that include improving access to public transportation, reducing car trips, and reducing greenhouse gas emissions. |
| HR Recruitment | An audit may look at how affirmative action goals and diversity in hiring is considered during agency recruitments. |
| Employee Safety | The audit would review consistency of safety practices across ODOT, communication of safety decisions and initiatives, and impact of recent organizational changes. |
| Emergency Management | Review preparedness across the agency for consistency and alignment with statewide plan. |
| Inventory Management | Review inventory management systems and processes for materials and small tools/work equipment |