



Auditing for a Better Oregon

March 20, 2003

Peter A. Ozanne, Director
Office of Public Defense Services
1320 Capitol Street NE, Suite 200
Salem, Oregon 97303-6469

Dear Mr. Ozanne:

We have completed a change of director review of the Office of Public Defense Services' former director, David Groom, who resigned effective January 14, 2003. The review was conducted in compliance with Oregon Revised Statute 297.210, which requires the Audits Division to perform an audit or review when the executive head of a state agency leaves that position for any reason.

Our objective was to ensure that appropriate actions were taken to protect state assets when the former director resigned from his position. We reviewed representations from management to determine whether assets assigned to the former director were returned. In addition, we reviewed travel and other reimbursements submitted by the former director during his last three months of employment and determined that these claims complied with applicable laws and regulations. We also examined the former director's recent payroll disbursements and leave accruals, which appear to be appropriate and accurate.

Based on our limited review, we found that the Office of Public Defense Services took appropriate action to protect state assets upon the former director's change in position.

Should you have any questions concerning the review, feel free to contact Ryan Dempster or me at (503) 986-2255.

Sincerely,
OREGON AUDITS DIVISION

Jason M. Stanley, CPA
Audit Administrator

JMS:brk

cc: Gary Weeks, Director, Department of Administrative Services
John Radford, Administrator, State Controller's Division,
Department of Administrative Services

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