



---

*Auditing for a Better Oregon*

January 13, 2006

Mike Salsgiver, Interim Director  
Oregon Economic and Community Development Department  
775 Summer St. NE, Suite 200  
Salem, OR 97301-1280

Dear Mr. Salsgiver:

We have completed a change of director review of the Oregon Economic and Community Development Department's former director, Marty Brantley, who resigned effective June 30, 2005. 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 and examined supporting documentation and determined that the department took appropriate action to protect state assets upon the former director's separation from the department. Specifically:

- Assets assigned to the former director were returned and his access to state and automated systems was terminated in a timely manner.
- Travel and other reimbursement claims submitted by the former director during his last three months of employment complied with applicable laws and regulations.
- The former director's recent payroll disbursements and leave accruals were appropriate and accurate.
- Contracts signed by the former director during his last three months of employment appeared to be for a valid business purpose.

Should you have any questions regarding this review, please contact me at (503) 986-2349.

Sincerely,  
OREGON AUDITS DIVISION

Kelly L. Olson, CPA  
Audit Manager

KLO:bk

cc: Lin Rigutto, Fiscal Services Manager  
Lindsay Ball, Director, Department of Administrative Services

---

Management Letter No. 123-2006-01-01