

**Government Oversight Committee
Process and Procedure for Receiving OPEGA Reports**

OPEGA REPORT COMPLETED

1. OPEGA Director notifies GOC Chairs that final report is ready and coordinates putting the report presentation on the agenda for an upcoming Committee meeting.
2. OPEGA notifies all GOC members of the meeting/presentation date and location.
3. OPEGA arranges for appropriate notification to legislators and the public of the scheduled meeting.
4. OPEGA invites the responsible management/administrators of the subject area or program which has been reviewed to the meeting/presentation.
5. OPEGA notifies members of the appropriate Joint Standing Committees of the Legislature who have jurisdiction over the subject area reviewed by the report about meeting/presentation, date and location.
6. OPEGA delivers the final report to the responsible management/administrators one day prior to the meeting with a cover memo explaining confidentiality status of the report. A copy may also be delivered to the Governor at this time.

REPORT PRESENTATION

(Point at which report document is no longer confidential)

1. At the meeting, OPEGA makes a formal oral presentation of the report to the GOC and provides members a full copy of the written report. An Executive Summary of the report may be available for others attending the meeting. The purpose of this presentation is:
 - for OPEGA to present its work, conclusions and findings to the GOC; and
 - for GOC members to ask questions of OPEGA and responsible management about the work, conclusions, findings and corrective actions to be taken.
2. No later than one day following the release of the report to the GOC, OPEGA posts the full final report to its website and notifies legislators and the public of its availability.
3. The GOC decides whether to hold a public hearing before taking its vote on endorsing the report. The purpose of the public hearing is for the Committee to take testimony from affected or interested parties. If the Committee decides to hold a public hearing, OPEGA provides appropriate notice of the hearing.

PUBLIC COMMENT AND GOC WORK SESSIONS

1. The GOC holds one or more work sessions to discuss the report, determine whether the GOC will take any action(s) based on the report, and take a vote on endorsement.
2. At a work session, the Committee votes to endorse, endorse in part, or not endorse OPEGA's report. Endorsement indicates the Committee's public approval of, and support for, OPEGA's reported results and recommendations. Generally, the Committee will fully endorse the report if it finds that:
 - the reported results are credible, objectively derived and sufficiently relevant and complete with regard to the assigned scope for the review; and
 - the reported recommendations are reasonable and appropriate for addressing the issue(s) identified.
3. The vote will be recorded and included in the written summary of the Committee meeting. If the Committee, or an individual Committee member, votes not to endorse or to only endorse in part, the parts of the report not endorsed, and the reasons for those votes, will also be recorded and included in the meeting summary.