

Utah State Board of Education – Operations One Team

Enterprise Risk Management

- Initiating a unified tone at the top
- Implementing agency wide risk assessment
- Conducting leadership trainings
- Prioritizing analysis of systems
- Strengthening internal and external communication

Implementation of Additional Finance and Compliance Personnel

Recruited Grants Management Officer

Reconciling federal programs
 Conducting compliance risk assessment
 Streamlining grants management system/sub awards

Recruiting Internal Audit Staff

Conducting audits and reviews
 Evaluating operations, finance, compliance and internal controls
 Assessing governance, risk, and performance

Recruited Managerial Accountants

Documenting systems
 Reconciling accounts and programs
 Assessing and recommending internal controls
 Implementing secondary reviews

Implementation of Additional Finance and Compliance Personnel

Recruiting Policy Advisor

Drafting Board rules and policies
 Providing policy support to Board and staff
 Staffing Board standing committees
 Tracking public education related legislation
 Communicating with Legislators and Legislative staff
 Monitoring required reports to the Legislature
 Performing research on education policy issues
 Conducting education policy analysis

Recruiting Contract Attorney with the AG's Office

Reviewing contracts between USBE and outside entities
 Assisting in state procurement process
 Advising on compliance with state procurement process

Organizational Structure

- Consolidating accounting and finance staff
- Streamlining and evaluating practices
- Developing and enacting written policies and procedures
- Standardizing accounting practices across all programs
- Defining roles and responsibilities
- Removing efficiency barriers
- Empowering staff innovation

Financial Operations and Controls

- Budgeting to Appropriations-FY2017
- Discussing section budgets, approval by USBE
- Developing spend plans by section directors/ accountability to management
- Retaining carryover funds in legislative line items
- Consulting with State Finance on standardized accounting practices