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