



**DEPARTMENT OF
ADMINISTRATION**

Inspector General Hiring Process and Timeline

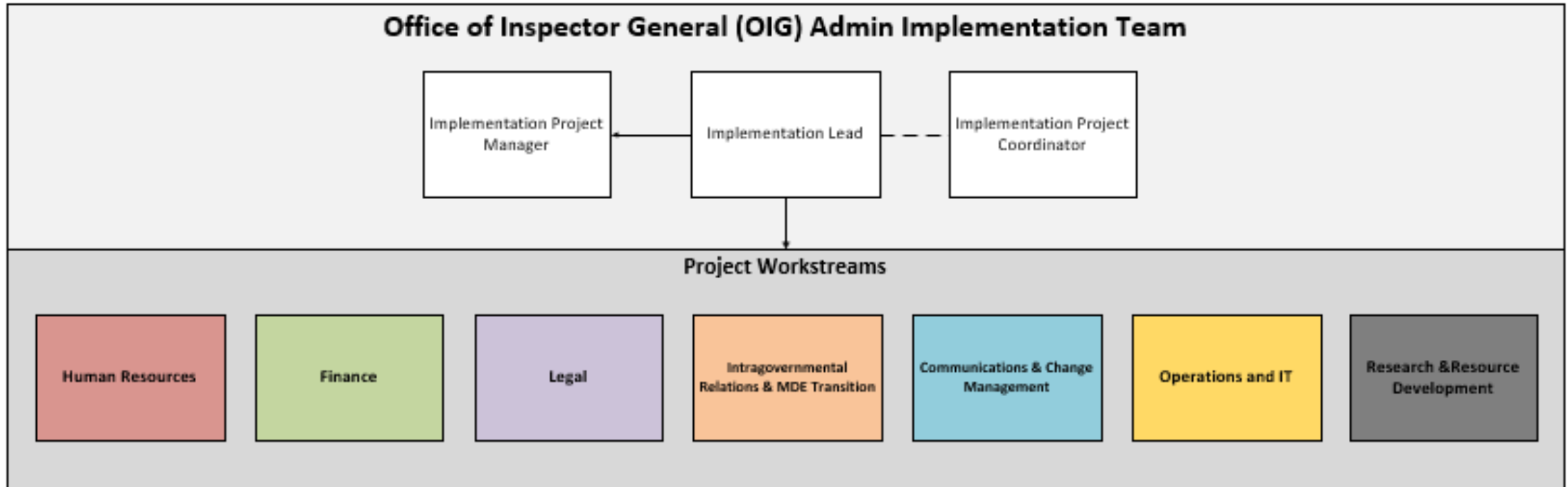
Brief Overview of OIG Implementation
Team Purpose and Workstreams

Overview of Inspector General Position
Description (Proposed)

OIG Implementation Team

The OIG Implementation Team exists to manage and support the operational establishment of the Office of Inspector General during its first 12-18 months. The team aims to prepare the initial structure, resources, and solutions to make the launch of the office successful

OIG Implementation Team Project Work Streams



Overview of Inspector General Position Description: Part A

- Drafted by MMB's Classification Team with input from stakeholders
- Position Description (PD) is based on duties outlined in statute

Position Purpose

- To establish, lead and operate the Office of Inspector General (OIG) as an independent oversight entity within the executive branch in compliance with statutory deadlines, professional standards, and legislatively mandated reporting requirements.
- Responsible for safeguarding the integrity, accountability and transparency in the operations of state executive branch agencies and programs
- Establishes and enforces statewide standards for fraud prevention and investigative processes
- Conducts and coordinates inspections and program integrity investigations across agencies
- Ensures that all findings, actions and operations are documented through robust public reporting systems

Overview of Inspector General Position Description: Part A



Reports to

Governor



Supervises

Deputy Inspector General and additional OIG staff (approximately 44 FTE)



Clientele

Governor, executive branch leadership, state agencies and agency IGs, law enforcement and prosecutorial partners, legislative oversight bodies, private entities, contractors, service providers, internal OIG staff and contracted external reviewers, and members of the public



Budget

\$2,139,000 in FY 2027

\$6,562,000 in FY 2028 (base)

\$6,562,000 in FY 2029 (base)

Inspector General Position Description – Part B

Principal Responsibilities

- Direct the operations, personnel and administrative systems of the OIG to establish and sustain an independent statewide oversight entity that ensures accountability, integrity and compliance across all executive branch programs (30%)
- Develop and enforce statewide standards for agency inspector general operations to ensure consistent, effective and accountable investigative and fraud-prevention practices across all executive agencies. (15%)
- Conduct independent inspections, evaluations and investigations of state programs, local governments and private recipients of state funds to detect fraud, misuse and systemic weaknesses and to ensure proper stewardship of public funds. (25%)
- Direct the development and strategic use of statewide data, analytics and intelligence capabilities to strengthen fraud prevention, detection, investigation and enforcement across the continuum of OIG oversight work, and in close partnership with other agencies. (10%)
- Issue referrals, fraud alerts and exclusion list determinations to enable timely enforcement actions and prevent ongoing misuse of public funds by high-risk individuals or entities. (10%)
- Maintain statewide fraud reporting and complaint-tracking systems to ensure reliable, transparent documentation of allegations, investigative decisions and statewide integrity trends. (5%)
- Provide independent legislative and policy recommendations to strengthen statewide program integrity, improve efficiency and reduce vulnerabilities to fraud and misuse. (5%)

Inspector General Position Description – Part C

Statutory Minimum Qualifications

- Hold a bachelor's or higher degree in criminal justice, public administration, law or a related field.
- Have at least ten years of professional experience in auditing, investigations, law enforcement, program integrity or a related discipline.
- Possess a professional certification from the Association of Inspectors General (Certified Inspector General or Certified Inspector General Investigator).
- Demonstrate commitment to public service integrity and provide public disclosure of prior professional opinions or actions that may influence approach to the role.



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Questions?