INTRODUCING

Utah Department of Government Operations



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Utah Department of Government Operations

The Utah State Legislature's passage of SB 181 officially created the Utah Department of Government Operations (GovOps). The state agency resulted in the Department of Administrative Services, the Department of Human Resource Management, and the Department of Technology Services being combined into one Department. This merger took effect on July 1, 2021, in alignment with Gov. Spencer Cox's initiative to streamline and modernize state government.

GovOps is accountable to the governor and legislature and is a valued partner with state agencies. The Department offers support, resources, procurement, supplies, and services to assist those agencies with fulfilling their core missions.
Services are also rendered to local governments, such as schools, cities, and counties. The Department's nine divisions execute these duties.

- Office of Administrative Rules
- Division of Archives and Records Services
- Division of Facilities Construction and Management
- Division of Finance
- Division of Fleet Operations
- Division of Human Resource Management
- Division of Purchasing and General Services
- Division of Risk Management
- Division of Technology Services





The governor appointed Marvin Dodge as the GovOps executive director. His deputy directors are Marilee Richins and Christopher Hughes, and together they lead nearly 1,400 employees in GovOps. The Department's core values are service, engagement, accountability, and trust, known internally as S.E.A.T.

GovOps Leadership



Marvin Dodge
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Christopher Hughes
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GovOps ISF Programs

GovOps is a service agency that supports other agencies through its internal service fund (ISF) programs. These programs are specifically designed to:



ISFs are the funds the State uses to finance goods and services provided by one department or agency to other departments or agencies on a cost-reimbursement basis. They are set up to take advantage of economies of scale, to avoid duplication of effort, and to accurately identify the costs of specific governmental services.

An ISF sets its rates to recover the full cost of providing a particular service. Agencies have ISF costs built into their operating budgets, and each ISF bills agencies for services rendered.

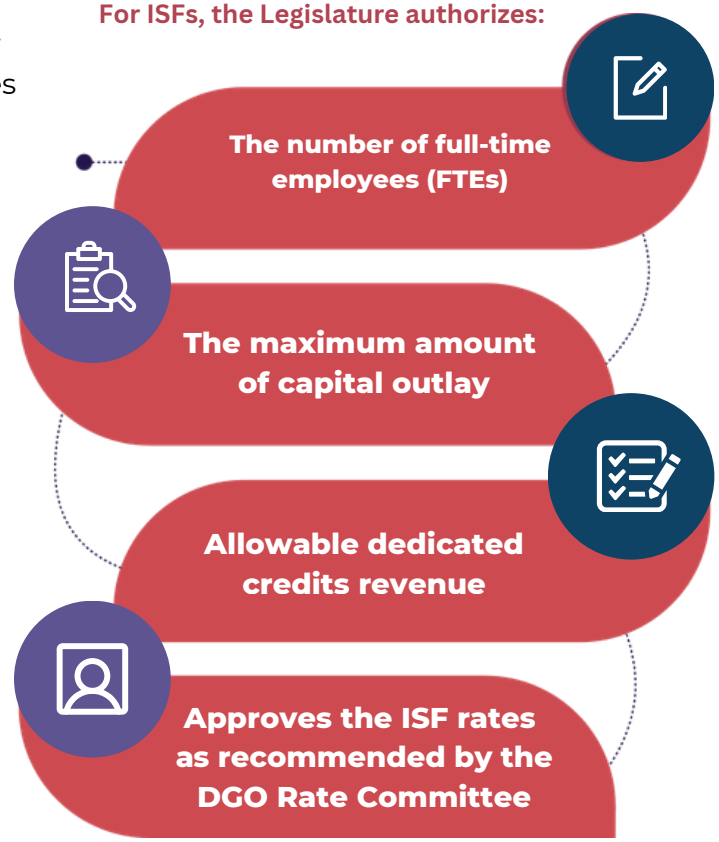
The GovOps Rate Committee reviews rates charged to state agencies annually, typically in September. The Committee is charged with;

- Reviewing the service performance of each ISF
- Reviewing proposed rate schedules
- Approving increases or decreases of proposed rate schedules.

The Committee recommends rates schedules to GOPB and the Legislative Appropriations Subcommittee.

After the Rate Committee approves rate schedules, agencies are provided a rate impact sheet used in their budget requests. By the end of the session, the Legislature approves state agency base budget and budget requests. Budgets and rates typically go into effect on July 1st.

For ISFs, the Legislature authorizes:



ISF Scenario



The Division of Risk Management (DRM) must cover the storm damage from its operating budget from rates approved in March 2022 that went into effect July 1, 2022 (FY2023). Those approved rates were forecast and submitted by the Rate Committee in September 2021 for Legislative approval in March 2022 to take effect on July 1, 2022 (FY2023).

DRM is now operating in a budget deficit and seeks reimbursement for storm damages with a proposed rate change in Sept. 2023. The Rate Committee received the DRM proposal to cover those costs and projected increasing insurance premiums because of the June 2023 storm. The Committee submits the forecasted rate schedule in Sept. 2023 to GOPB with its best guess estimate since it is unknown exactly how much the insurance premiums are rising. The schedule is then sent to LFA to review and prepare a Fee Bill for Legislative approval.

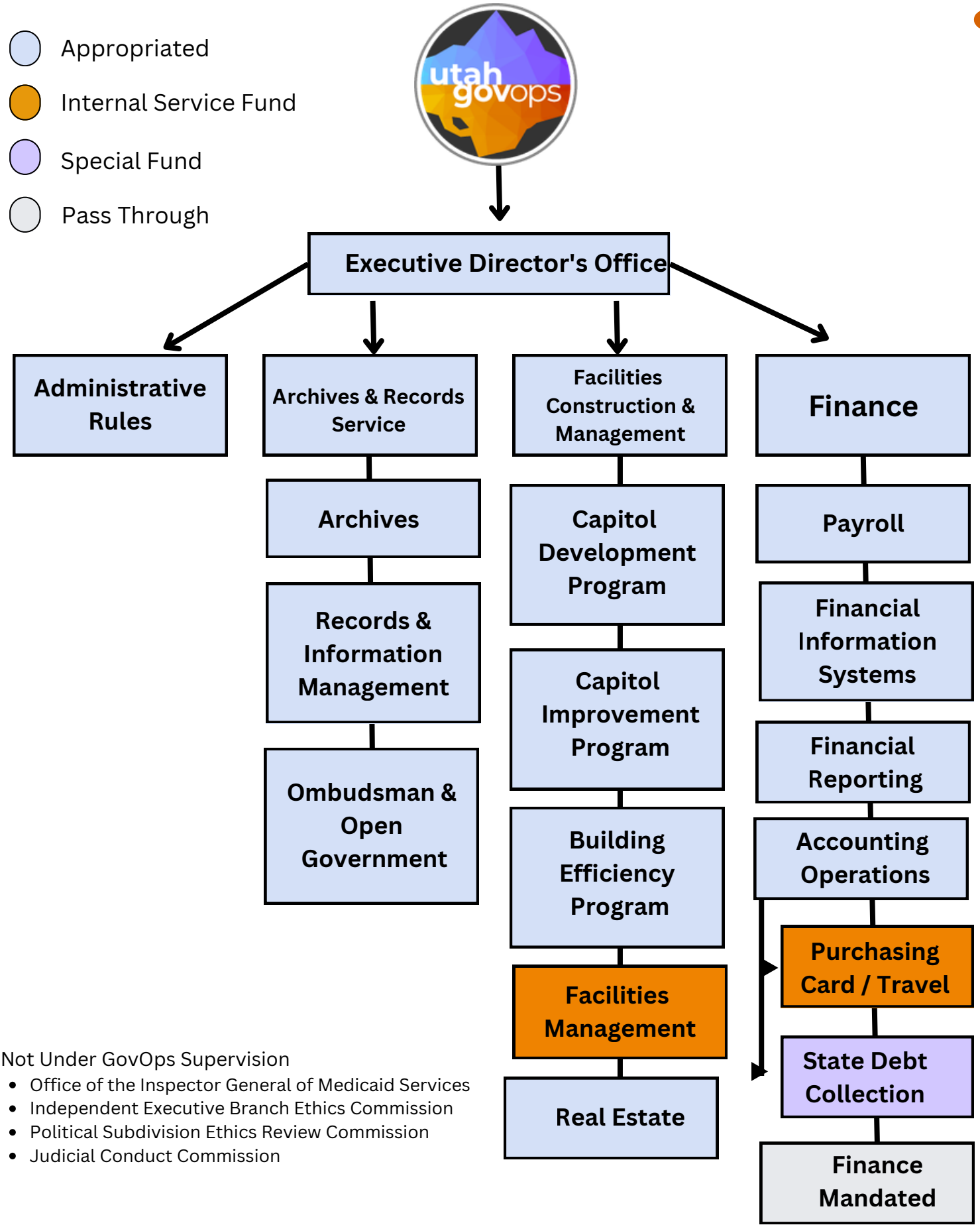
The Legislature may (or may not) approve the rate schedule by the end of its 2024 General Session. If approved, the new rates go into effect July 1, 2024 (FY2025). That means DRM's operating budget in FY2025 is based on rates submitted in Sept. 2023.

Timeline Example

ISF	RATE COMMITTEE	GOPB/AGENCIES	LFA	LEGISLATURE
Proposed Rate Change August 1, 2023	Votes on Proposed Rate Sept. 7, 2023	Review & sends to LFA Octover/November	Review for Impact & Errors Prepare the Fee Bill December/January	Vote on the Bill Rate goes into effect July 1, 2024

Non-ISF Appropriations

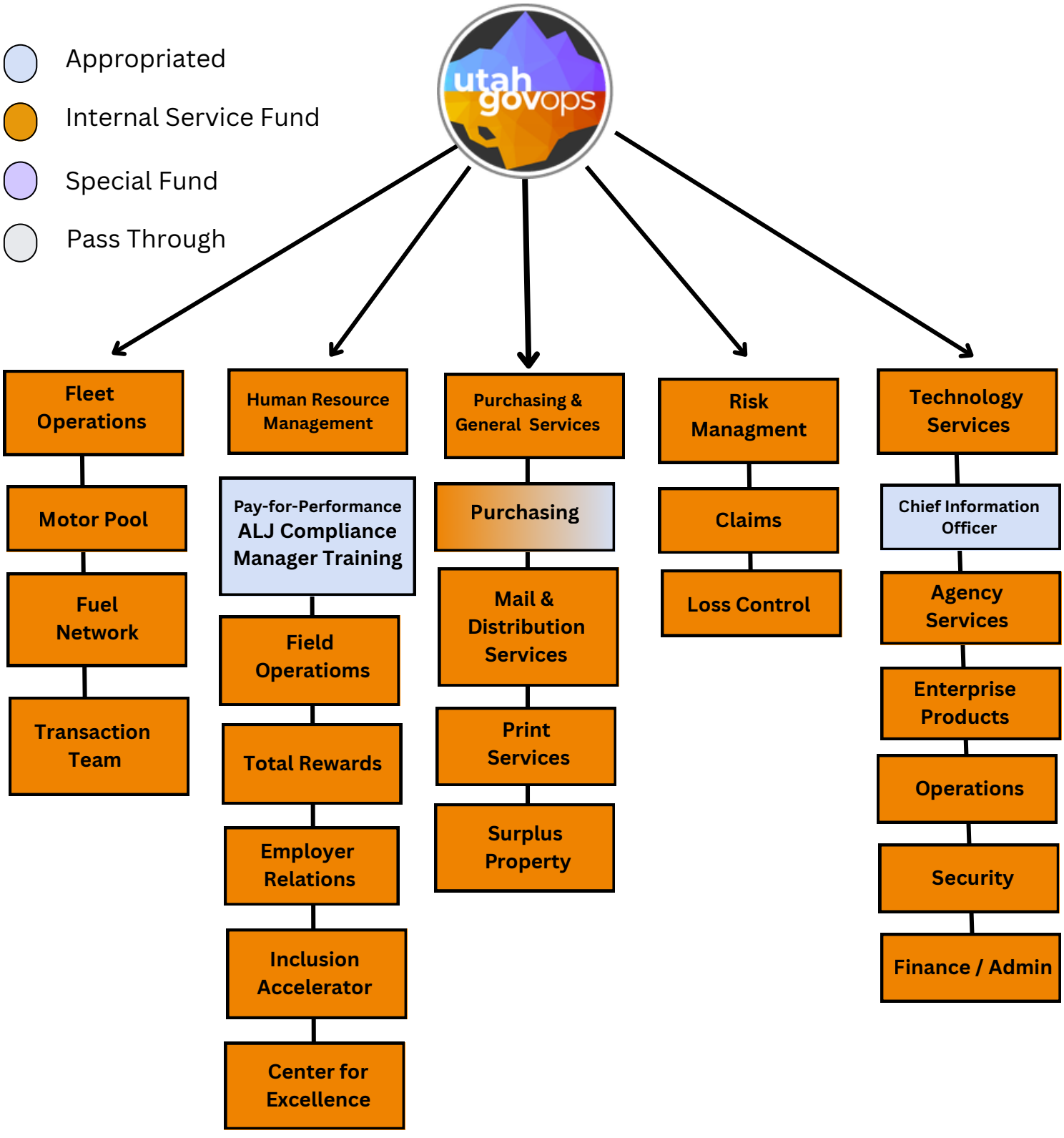
- Appropriated
- Internal Service Fund
- Special Fund
- Pass Through



Not Under GovOps Supervision

- Office of the Inspector General of Medicaid Services
- Independent Executive Branch Ethics Commission
- Political Subdivision Ethics Review Commission
- Judicial Conduct Commission

Internal Service Fund (ISF) Programs



** Within Technology Services, the CIO is appropriated
** Approximately 25% of Purchasing's budget is appropriated

office of
Administrative Rules

5 Employees

The Utah Office of Administrative Rules establishes rulemaking procedures, recordings and publishes administrative rules, and enforces the Utah Administrative Rulemaking Act requirements.

Featured Services

- **Document Filing**
- **Publication of Rules Actions**
- **Publication of Effective Rules**

Fund Overview



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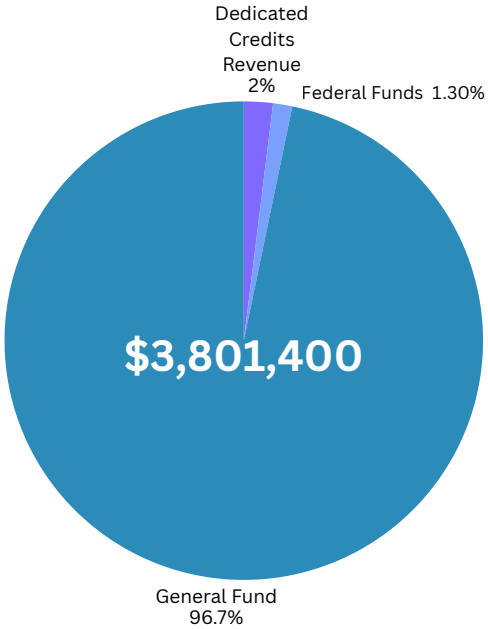
division of
Archives and Records Service

27 Employees

The Utah Archives and Records Service manages and preserves agency records and provides quality access to public information.

Featured Services

- **General Provisions**
- **Access to Records**
- **Classifications**
- **Appeals**
- **State Records Committee**
- **Collection of Information & Accuracy of Records**
- **Applicability to Political Subdivision**



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division of
Facilities Construction and Management

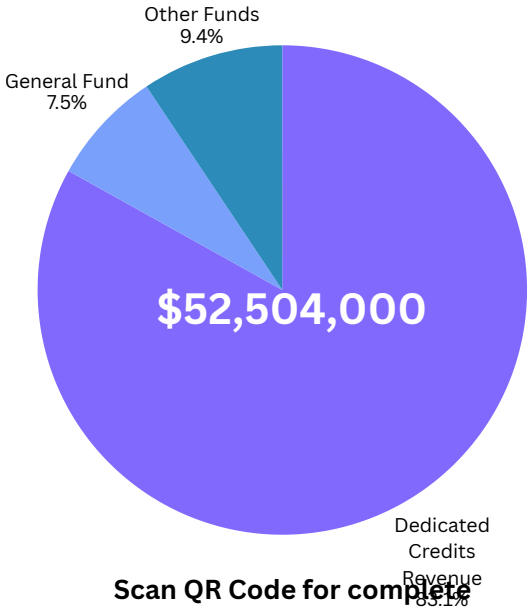
130 Employees

The Utah Division of Facilities Construction & Management overseas all capital development & capital improvement projects.

Featured Services

- **Capital Development Design & Construction Management**
- **Awarding Construction BIds**
- **Design & Construction Oversight**
- **Testing & Inspection**
- **Multi-Step Bidding Process**
- **Conducting Value Engineering**

Fund Overview



Scan QR Code for complete list of services

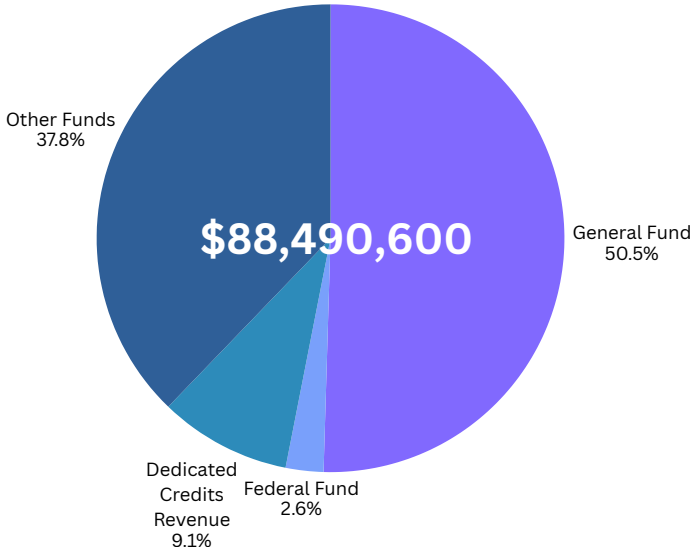
division of
Finance

80 Employees

The Utah Division of Finance is fiscally responsible for taxpayer resources & handles the payroll, revenue, and expenses of state agencies, and other day-to-day monetary operations.

Featured Services

- **Maintain statewide accounting policies & procedures**
- **Assist with state ISF accounting & budget forms**
- **Provide standard financial reports**
- **Provide Budget Prep data to GOMB**



Includes finance-mandated funds.

Scan QR Code for complete list of services

Fund Overview

division of Fleet Operations

28 Employees

The Utah Division of Fleet Operations oversees the state vehicle fleet, operates shared vehicle pool locations across the state, manages a fuel dispensing network and facilitates a maintenance program and service center.

Featured Services

- Motor Pool
- Fleet Management
- Fuel Network
- Vehicle Procurement
- Maintenance & Repair
- Safety & Loss Prevention



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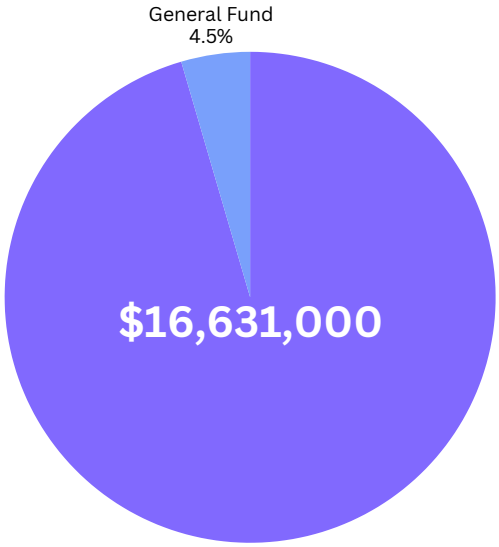
division of Human Resource Management

127 Employees

The Utah Division of Human Resource Management develops, implements, and administers statewide programs of human resource management that aid in the efficient execution of public policy, and foster careers in public service for qualified employees.

Featured Services

- Classification / Compensation
- Employee Relations
- HR Transactions
- Recruitment
- Retirement Leave Payouts
- Consultation Services



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division of
Purchasing and General Services

92 Employees

The Utah Division of Purchasing & General Services oversees all State Cooperative and agency contracts and general services, consisting of State mail and distribution services, print services, and the surplus property program.

Featured Services

- **Procurement Standards**
- **Purchasing Services**
- **State Mail & Distribution Services**
- **Print Services**
- **State Surplus**
- **State Cooperative Contact Program**

division of
Risk Management

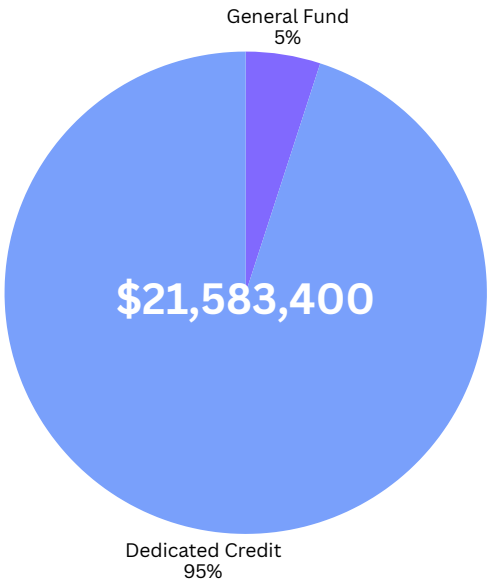
34 Employees

The Utah Division of Risk Management's role is to insure and protect State assets, promote safety, and help prevent losses for State Risk Fund participants which include State Agencies, State Institutions of Higher Education, School Districts, and participating Charter Schools.

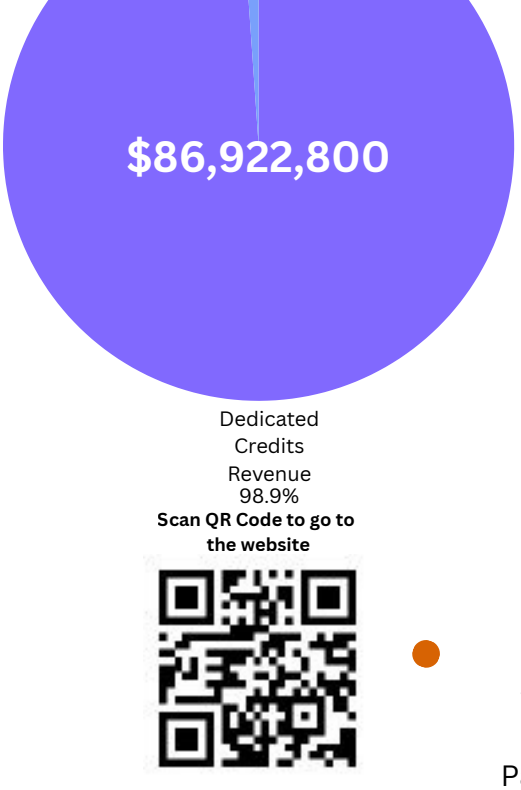
Featured Services

- **Property / Casualty Coverage**
- **Certificate of Coverage**
- **Claims Administration**
- **Loss Control Services**
- **Workers' Compensation Coverage**

Fund Overview



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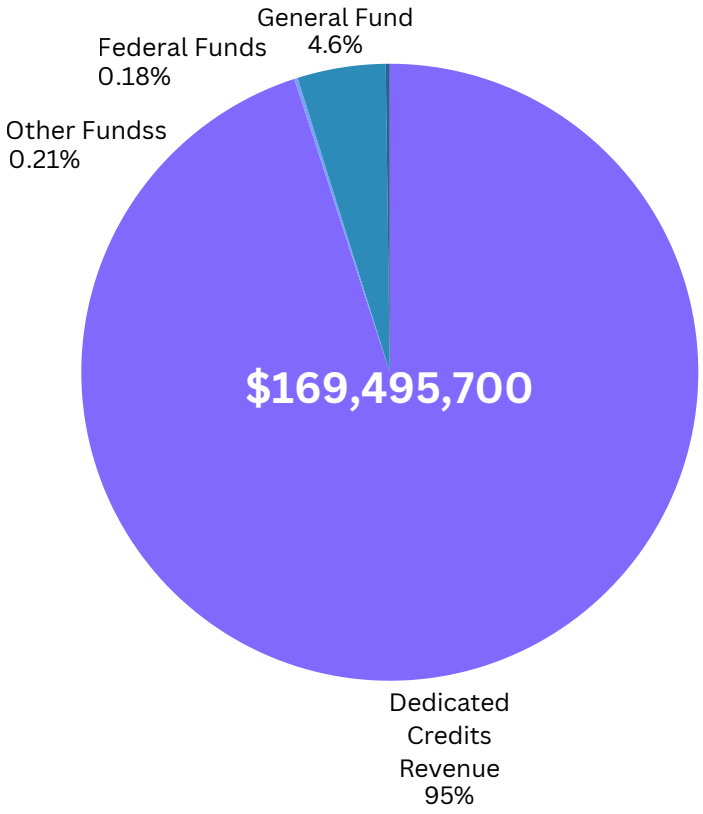
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division of
Technology Services

750 Employees

The Utah Division of Technology Services provides state agencies with valuable, secure, responsive, and innovative information technology services. It also guides the state's technology community.

Fund Overview



Featured Services

- **Information Technology Service Provider**
- **Cybersecurity Advisory & Services**
- **Network & Telecommunications Support**
- **VoIP Phone Systems**
- **Technology Lifecycle Care**
- **Maintains Enterprise Software**
- **Identity Access Management**
- **IT Infrastructure**

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