

**MINNESOTA STATE  
BOARD OF TRUSTEES  
Agenda Item Summary Sheet**

**Name:** Audit Committee

**Date:** May 18, 2022

**Title:** Appointment for Chief Audit Officer

**Purpose (*check one*):**

Proposed New Policy or  
Amendment to Existing Policy

Approvals Required  
by Policy

Other Approvals

Monitoring/Compliance

Information

**Brief Description:**

In accordance with Policy 1A.4, Part 5, it is anticipated the Board of Trustees will recommend the appointment of Amy Jorgenson as Chief Audit Officer (currently Executive Director).

**Scheduled Presenter(s):**

Michael Vekich, Audit Committee Chair

**MINNESOTA STATE  
BOARD OF TRUSTEES**

<b>BOARD ACTION</b>
Appointment for Chief Audit Officer

**BACKGROUND**

In accordance with Policy 1A.4, Part 5, the Board of Trustees will consider the appointment of an individual as Chief Audit Officer (currently Executive Director for Internal Audit).

The Workforce and Organizational Effectiveness Committee is bringing forward a Proposed Amendment to Board Policy 1A.4, System Administration, Appointment of Administrators (First Reading) which includes the title change for this position from Executive Director for Internal Audit to Chief Audit Officer. This agenda topic will be presented at the Board Meeting on May 18, 2022.

Following the announcement of the resignation of Eric Wion as Executive Director for Internal Audit June 21, 2021, Chancellor Malhotra in consultation with Chair Cowles and Trustee Vekich, Chair of the Board's Audit Committee, initiated a national search for the next Chief Audit Officer (formerly Executive Director). The executive search firm AGB Search was retained to assist with the recruitment and vetting process for the position.

A search advisory committee was appointed consisting of the following members:

Michael Vekich, Search Chair – Board of Trustees Minnesota State  
Jacquelyn Malcolm, Vice Chancellor for Information Technology  
Bill Maki, Vice Chancellor for Finance and Facilities  
Michael Seymour, President – Alexandria Technical and Community College  
Faith Hensrud, President - Bemidji State University and Northwest Technical College  
James Nobles, Legislative Auditor for the State of Minnesota  
Chris Jeffrey, CPA – Partner Baker Tilly

The following individuals provided support to the committee:

Eric Davis, Vice Chancellor for Human Resources  
Deb Gehrke, Search Manager, Chief Human Resources Officer

The position was advertised nationally in a variety of higher education and diversity publications. At the same time, the search consultants initiated an aggressive recruitment campaign. There was a total of six (6) applicants. From this pool, the search advisory committee

selected four (4) individuals for initial interviews and selected one (1) finalist to participate in the system office interviews. The interviews were conducted by:

Jay Cowles, Board Chair, Board of Trustees - Minnesota State  
Michael Vekich, Audit Committee Chair, Board of Trustees - Minnesota State  
Devinder Malhotra, Chancellor – Minnesota State

Reference and background checks were conducted.

After careful consideration and review, the Audit Committee selects Amy Jorgenson to be the Chief Audit Officer for Minnesota State in accordance with Board Policy 1A.4.

**RECOMMENDED COMMITTEE MOTION**

The Audit Committee recommends that the Board of Trustees adopt the following motion.

**RECOMMENDED BOARD MOTION**

The Board of Trustees appoints Amy Jorgenson as Chief Audit Officer, with the anticipated start date of June 22, 2022. The terms and conditions of the appointment shall be governed by the Minnesota State Colleges and Universities Personnel Plan for Administrators.

*Date Presented to the Audit Committee:* 05/18/22  
*Date Presented to the Board of Trustees:* 05/18/22  
*Date of Implementation:* 06/22/22

# AMY E. JORGENSEN, CPA

## EXECUTIVE PROFILE

Collaborative and dynamic leader with 24 years of progressive experience working for the State of Minnesota in the legislative and executive branch. Specializes in internal audit, internal controls, risk management, management consulting engagements, supervising/managing employees, change management, building new programs, designing collaborative solutions, providing excellent customer service, corrective action follow up, large and small group presentations, and strategic thinking. Strong interpersonal skills with a talent for building relationships and fostering a sense of belonging and inclusion.

## EXPERIENCE

### 2020 - PRESENT

#### DIRECTOR, COVID-19 RESPONSE ACCOUNTABILITY OFFICE, MINNESOTA MANAGEMENT AND BUDGET

**Crisis leadership** - Tapped to lead this new office early in the COVID-19 pandemic with the charge of ensuring accountability, transparency, and results for over \$4 billion in new COVID funding from the legislature and federal government

**Strategic partnerships** – Successfully collaborated with consultants and local government organizations to allocate nearly \$1 billion in new federal aid to Minnesota counties, cities, and towns. Led the effort to submit and collect of hundreds of millions in FEMA funds, and published comprehensive reports for the legislature and federal government.

**Risk and Internal Control focus** – By using previous knowledge of internal controls and risk assessment, achieved an audit with minimal findings for the first year of operation.

### 2018 - 2020

#### DIRECTOR OF ENTERPRISE INTERNAL CONTROLS, MINNESOTA MANAGEMENT AND BUDGET

**Enterprise Focus** – Implemented an enterprise-wide risk assessment process for the executive branch. Using a collaborative approach, successfully completed the first round of enterprise risk assessments and plans with 100% participation from nearly 80 agencies.

**Strategic and crosscutting projects** – Assisted agencies by working on risk assessment projects designed to minimize risk and enhance internal controls. Strengthening controls for processes that impacted the entire executive branch was a particular focus.

**2011 - 2018**

**DIRECTOR OF INTERNAL AUDIT AND ANALYTICS, MINNESOTA DEPARTMENT OF HEALTH**

**Strategic Partnerships** – Developed trust and maintained professional relationships with department leadership and staff. Served on many department wide governance, compliance, and advisory groups.

**Equity Approach** – Conducted all assignments with an equity approach in mind. As an example, when developing a policy for grantmaking, the department included a method for small, community-based organizations to compete for grants to allow more equitable access to grant dollars.

**Policy Evaluation and Development** – Active member of the department policy advisory committee in a consultative role to provide input on all new and existing administrative policies to ensure requirements were clear, reasonable, enforceable, and risk focused.

**Audit Experience** – Performed audits of operational areas, information technology systems, and program requirements. Created and executed audit programs and developed an electronic workpaper system. Communicated objectives and results to those being audited and created audit reports that were timely and useful for management.

**Process Optimization** – Consulted on core agency business processes and provided control and optimization recommendations and best practices to improve workflow and efficiency.

**Data Analytics** – Conducted data analysis to better predict outcomes of certain business processes.

**Conduct Investigations** – Led investigations into alleged wrongdoing within the department. Interviewed employees, examined evidence, developed conclusions, and reported results to management.

**1989 – 1994 AND 2007 - 2011**

**AUDITOR, TEAM LEAD, AND AUDIT MANAGER, OFFICE OF THE LEGISLATIVE AUDITOR**

Managed audit teams conducting financial, performance, and federal single audits for large State of Minnesota agencies including the Minnesota State Retirement System, Public Employees Retirement Association, Teachers Retirement Association, the Department of Human Services and Department of Health. Served as the team lead for the office's first general obligation debt audit.

**1994 - 1999**

**VARIOUS POSITIONS INCLUDING MANAGER, MINNESOTA DEPARTMENT OF REVENUE**

Withholding Tax Team lead, Revenue Tax Accounting Supervisor, Tax Operations Manager

## **EDUCATION**

B.S. ACCOUNTING, MINNESOTA STATE UNIVERSITY, MANKATO

## **CERTIFICATIONS AND AFFILIATIONS**

CERTIFIED PUBLIC ACCOUNTANT (CPA) – MN LICENSE #16120

MEMBER - INSTITUTE OF INTERNAL AUDITORS

## **OTHER ACTIVITIES**

Audit Committee Member, Teacher's Retirement Association

Audit Committee Member, Metropolitan Council

State and National Speaker on COVID funding topics

Senior Leadership Institute, first cohort, State of Minnesota