

By-Laws for
Office of Inspector General of Medicaid Services
Advisory Board
July 14, 2026

Article I – Name

The name of this body shall be the Office of Inspector General of Medicaid Services (OIG) Advisory Board.

Article II – Purpose and Scope

The purpose, duties, power, responsibilities, authority, and organization of the OIG Advisory Board shall be in accordance with Utah Code Annotated Title 63A, Chapter 13 and other applicable Utah law. These by-laws supplement applicable law and where inconsistent with Utah law, Utah law shall take precedence.

As indicated by statute, the OIG Advisory Board shall:

- promote coordination of Medicaid program integrity activities between the OIG, the Department of Health and Human Services (DHHS), the DHHS Division of Integrated Healthcare, the Legislature, and other federal, state, and local entities;
- make recommendations to the OIG and the Department of Government Operations (GovOps) regarding prioritization of the office's financial audit activities;
- review employee concerns reported in accordance with the process the GovOps commissioner establishes under Subsection 63A-13-201(8);
- make recommendations to the inspector general, the GovOps commissioner, and the Legislature for improving the OIG's operations;
- review the OIG's annual risk assessment and the OIG's annual audit plan;
- review limitations that impede the OIG's ability to appropriately conduct audits; and
- review agencies' implementation of the OIG's audit recommendations.

In carrying out its duties, the OIG Advisory Board shall coordinate with the legislative auditor general.

Per UCA 63A-1-263 (3), the OIG Advisory Board shall end its work by July 1, 2029.

Article III – Membership

The GovOps commissioner will appoint members to the OIG Advisory Board. The term of service will be from the time of appointment through July 1, 2029.

The membership shall include:

- the DHHS commissioner or designee
- the state Medicaid director
- the State Auditor or designee
- the director of the Medicaid Fraud and Patient Abuse Division within the Office of the Utah Attorney General
- the director of the Governor's Office of Planning and Budget or designee
- the state finance director or designee
- representatives of Medicaid provider groups

In the event a member misses two consecutive meetings without notifying the OIG, the GovOps commissioner will terminate their membership and appoint a replacement.

Article IV – Selection and Duties of Leadership

The OIG Advisory Board chair and vice-chair shall be appointed by GovOps commissioner.

The chair shall preside at and conduct all meetings of the OIG Advisory Board. The vice-chair shall act as assistant to the chair and perform such duties as may be assigned by the chair and shall possess all the powers and perform all the duties of the chair in the absence or disability of the chair to act. Both officers shall perform the duties prescribed in the parliamentary authority in addition to those outlined in these by-laws.

The chair and the vice-chair shall meet with the inspector general and the GovOps commissioner before OIG Advisory Board meetings to set the agenda for the meetings.

Article V – Meetings

The OIG Advisory Board shall meet at least two times a year. In addition, the OIG Advisory Board shall meet at the request of the GovOps commissioner or as the chair deems necessary. While any member of the OIG Advisory Board may also request a meeting, the chair will hold an additional meeting only if the chair deems the additional meeting necessary.

24 hours' notice of the agenda, date, time, and place of such meetings shall be given in accordance with the Utah Open and Public Meetings Act, Title 52, Chapter 4, Part 2 of the Utah Code. All regular meetings of the Commission are open to the public unless closed pursuant to the provisions of the Open and Public Meetings Act.

The rules promulgated in Utah Administrative Code R33-2-16 Electronic Meetings shall also apply to OIG Advisory Board meetings.

Article VI – Quorum and Voting

A majority of the members of the OIG advisory board constitutes a quorum for the transaction of business. A quorum must be present at all meetings for business to be voted upon. Business will be transacted by a majority vote.

Each member present either in-person or electronically at any meeting shall be entitled to one vote.

If a member is not physically present at a meeting, the member may participate and vote by means of telephone conference or electronic participation.

If an appointed member cannot be present either in-person or electronically at any meeting, they may send a representative to the meeting; however, the representative cannot vote in place of the appointed member.

Members may abstain from a vote. Abstentions do not count as support or opposition to the motion. Abstentions do not impact the count for a quorum.

A majority of a quorum constitutes a decision by the OIG Advisory Board. Failure to obtain a majority of a quorum means no decision has been taken.

Article VII – Parliamentary Authority

Simple parliamentary procedures adopted by the chair shall govern the OIG Advisory Board meetings in all cases in which they are applicable and in which they are not in conflict with these by-laws.

Article VIII – Amendments

Proposed amendments to the by-laws may be presented at any OIG Advisory Board meeting. Proposed amendments must be submitted in writing to all members not less than seven days in advance of a meeting. The OIG Advisory Board may vote to recommend that the Gov Ops commissioner amend the by-laws. The Gov Ops commissioner will review any recommended amendment and will notify the OIG Advisory Board before its next meeting whether the commissioner approved the recommended amendment.

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