



NORTH DAKOTA OFFICE OF THE STATE AUDITOR

State Auditor Joshua C. Gallion

Performance Audit Follow-Up Emergency Preparedness at Minot State University

Report No. NP-021-19

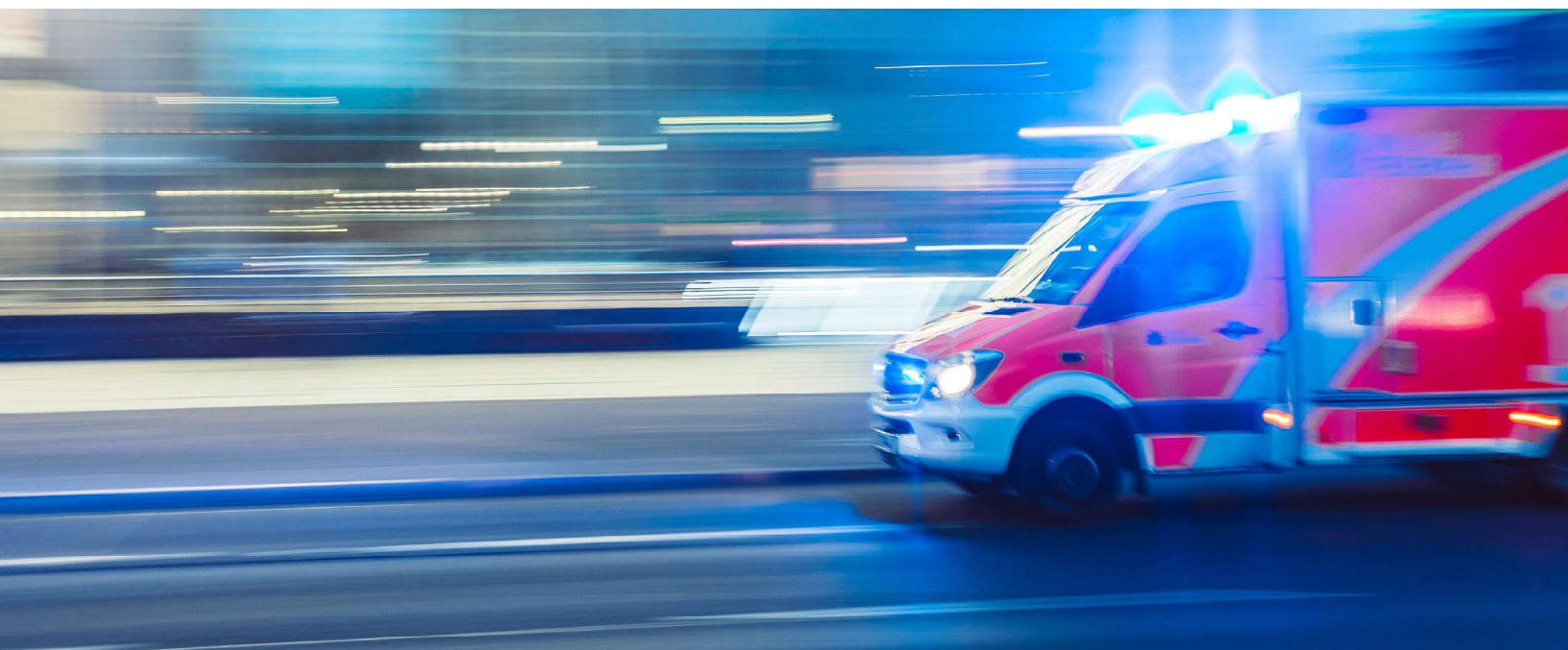


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HAVE QUESTIONS? ASK US.

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Introduction

Emergency Preparedness at Minot State University

March 17, 2020

The Office of the State Auditor conducted a follow-up on the performance audit entitled Emergency Preparedness at Minot State University dated August 22, 2017. The objective of this follow-up was to determine the implementation status of the six recommendations presented in the performance audit report.

Minot State University has fully implemented the six recommendations. Included in this report are our conclusions regarding the implementation status of the recommendations.

We want to extend our appreciation to the personnel of Minot State University for their assistance and cooperation during the follow-up.

Respectfully submitted,

/S/

JOSHUA C. GALLION
NORTH DAKOTA STATE AUDITOR



Status of Prior Recommendations

RECOMMENDATION 1-1

Implemented

Recommendation: We recommend Minot State University develop clearly defined roles and responsibilities for members of the collaborative planning team.

Status: Implemented. Minot State University updated the emergency operations plan with clearly defined roles and responsibilities for members of the collaborative planning team.

RECOMMENDATION 1-2

Implemented

Recommendation: We recommend Minot State University implement a formalized risk assessment process to identify and evaluate potential emergency events.

Status: Implemented. Minot State University incorporated into its emergency operations plan a formalized risk assessment process to identify and evaluate potential emergency events. As the emergency operations plan is reviewed every two years, the risk assessment will be conducted every two years. The risk assessment is currently scheduled for 2020.

RECOMMENDATION 1-3

Implemented

Recommendation: We recommend Minot State University establish formalized goals and objectives for handling threats and hazards to prepare for emergency situations.

Status: Implemented. Minot State University incorporated formalized goals and objectives for handling threats and hazards into its emergency operations plan.

RECOMMENDATION 1-4

Implemented

Recommendation: We recommend Minot State University develop and incorporate appropriate training requirements into its comprehensive emergency operations plan in accordance with State Board of Higher Education Policy 906.

Status: Implemented. Minot State University has incorporated and outlined the training requirements into its emergency operations plan.

RECOMMENDATION 1-5

Implemented

Recommendation: We recommend Minot State University implement policies for periodically reviewing and revising the emergency operations plan. The policy should ensure all parts of the plan are reviewed at least every two years.

Status: Implemented. Minot State University incorporated a policy for periodically reviewing and revising the emergency operations plan. The emergency operations plan requires an annual review and biennial approval by the President.

RECOMMENDATION 1-6

Implemented

Recommendation: We recommend Minot State University implement a comprehensive continuity of operations plan.

Status: Implemented. Based on testing a sample of departmental COOPs at Minot State University, it appears a comprehensive continuity of operations plan has been implemented for the academic departments and support departments identified by management.



Office of the
State Auditor

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