

**Department of Education**  
**Office of Inspector General – Internal Audit**  
**Twelve-Month Status Report on: Florida Independent Living Council**  
**Report # A-1617-030 Issued: December 11, 2017**  
**Status as of December 11, 2018**

Finding	Recommendation(s)	Management Response as of December 11, 2017	Management Response as of December 11, 2018	Anticipated Completion Date & Contact
<p>FILC expended funds on behalf of a resigned staff member.</p>	<p>We recommend FILC ensure all expenditures are made in accordance with agreement terms.</p>	<p><b>Management Response as of December 11, 2017</b></p> <p>Concur. FILC met on December 5, 2017, and adopted the following motion to address this finding. It was decided that a special committee would be formed to develop written policy to make clear policies to assure this does not happen in the future.</p> <p>MOTION: We agree with the recommendation and will implement a policy and procedure to correct and will provide said policy and procedure within six months.</p> <p><b>Management Response as of June 11, 2018</b> The Council and Ad hoc Committees are working on strengthening all policies and</p>	<p>FILC members have worked closely with the new Executive Director, Beth Meyer on completing strong policies and procedures in all areas of operation for the FILC office. The Personnel Policy was vetted through business professionals secured through FILC and include; Preferred Payroll, Harvard CPA, and HR support through Insurance Provider</p> <p>FILC’s Personnel Policy Manual was unanimously Adopted by Council at the September 6-7th, 2018 meeting. The actions required by the Inspector General’s Office are covered under <b>Employment Separation</b> pages 32-33.</p>	<p>12/5/2018</p>

**Department of Education**  
**Office of Inspector General – Internal Audit**  
**Twelve-Month Status Report on: Florida Independent Living Council**  
**Report # A-1617-030 Issued: December 11, 2017**  
**Status as of December 11, 2018**

Finding	Recommendation(s)	Management Response as of December 11, 2017	Management Response as of December 11, 2018	Anticipated Completion Date & Contact
		<p>procedures. The Bylaws have been revised, but have not been voted on.</p> <p>The Council has tasked the new Executive Director, Beth Meyer (start date June 11, 2018) with reviewing and revising ALL policies and procedures. Ms. Meyer has extensive experience in writing policy.</p> <p><i>Anticipated Completion: It will be top priority for the new Executive Director to review and revise all policies and procedures of the Council. Anticipated completion should be one to two months following her start date of June 11, 2018.</i></p>	<p>In addition to addressing the Inspector General’s finding in the audit, a copy on the Memorandum of Agreement has been included to this report. The MOU was developed by the Executive Director, FILC Treasurer and approved by the Division of Vocational Rehabilitation. To provide additional guidance with allocating funds under the SPIL.</p>	