



PAM STEWART  
*Commissioner*



MIKE BLACKBURN  
*Inspector General*

**FLORIDA DEPARTMENT OF EDUCATION**  
**OFFICE OF INSPECTOR GENERAL**

**MEMORANDUM**

Date: August 13, 2018

To: Allison Flanagan, Director  
Division of Vocational Rehabilitation (DVR)

From: Tiffany Hurst, Audit Director  
Office of Inspector General

Subject: Status Report on DOE Inspector General's  
*Space Coast Center for Independent Living*  
Report A-1516-009, Issued August 8, 2016

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The Office of Inspector General has followed up on the progress of corrective action for this report for 24 months following its issuance. At this time, the Space Coast Center for Independent Living (CIL) has two remaining deficiencies identified in the original report, which have not been resolved through corrective action. The deficiencies are as follows:

1. The CIL did not meet employment requirements; and
2. The CIL policies and procedures need improvements.

We recommended Space Coast CIL develop an improvement plan to bring them into compliance with the Code of Federal Regulations. We recommended the CIL develop and implement employee and board training and development programs to ensure employees providing independent living (IL) services and those administering the IL program have the skills and knowledge necessary to perform their duties. We additionally recommended the CIL update its financial policies and procedures so they do not conflict with contract terms and consistently follow its established policies and procedures.

In response to the 24-month status request, CIL management stated that as of the second quarter of 2018, the CIL Board of Directors lost quorum, and therefore the CIL did not complete corrective action. Per CIL management, the task of updating their By-Laws is pending

completion, the review of the updated Board Governance training is pending approval, and the development of financial policies is pending finalization. The anticipated date of completed corrective action is March 2019.

Due to the length of time the corrective actions have been in progress and the need for us to focus our resources on other projects, our office will no longer monitor the implementation of the corrective actions that remain in progress. We recommend DVR continue to monitor completion of the CIL corrective actions through routine monitoring and site visits.

Please sign below to indicate your acceptance of the risks associated with continued noncompliance of the Space Coast CIL and your understanding that the responsibility for ensuring corrective action related to the above mentioned report now lies with the Division of Vocational Rehabilitation. We anticipate receipt of your response by August 24, 2018.

Signature: Allison Jayson

Date: 8/24/18