

**Department of Education**  
**Office of Inspector General – Internal Audit**  
**24 Month Status Report on: CIL of South Florida**  
**Report # A-1718-004 Issued: June 28, 2018**  
**Status as of June 28, 2020**

<b>Finding</b>	<b>Recommendation(s)</b>	<b>Management Response as of June 28, 2018</b>	<b>Management Response as of June 28, 2020</b>	<b>Anticipated Completion Date &amp; Contact</b>
<p>The CILSF policies and procedures need improvements.</p>	<p>We recommend the CILSF update its policies and procedures so they do not conflict with contract terms, each other, or the federal regulations.</p>	<p>CILSF is going to reach out to DVR for their recommendations for best practices. Once something has been created acceptable for the agency and DVR, it will be put before the Board for vote and approval.</p> <p><i>Anticipated Completion Date &amp; Contact</i>            12/31/18 (Peter O’Connell, CEO &amp; Maria Rodriguez, Director of Programs)</p> <p><b><i>Management Response as of December 28, 2018</i></b>            The CEO reached out to VR to recommend a CIL whose P&amp;P they recommend, CIL Orlando. The CEO then reached out to his counterpart in Orlando and procured a copy and modified them to meet the needs of CILSF. Sadly the CEO’s wife gave birth on the day of the late</p>	<p><i>The agency has hired a HR consultant, formed an adhoc committee to address those concerns. Progress was made and initial first drafts for a number of policies were in the process of being reviewed for revision for the whole board. The virus threw the entire agency into a state of flux. On March 12th, the agency switched to working remotely and have been focused on identifying how to deliver our services and identifying methods to report that information to our funders in an acceptable manner. In addition, our board struggled as well. With over half our board in the high-risk category their energy</i></p>	<p>10/28/20</p>

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		<p>October meeting. It will be put forward and adopted in the next meeting June 29th 2019 meeting.</p> <p><i>Anticipated Completion Date &amp; Contact</i>  02/28/2019  (Peter O’Connell, CEO &amp; Maria Rodriguez, Director of Programs)</p> <p><b><i>Management Response as of June 28, 2019</i></b>  Proposed P&amp;P is awaiting review during upcoming BOD meeting for quorum and adoption. Due to the length and complexity of the process, approval has resulted in a need for continuation in anticipated outcome.</p> <p><i>Anticipated Completion Date &amp; Contact</i>  8/30/2019</p> <p><b><i>Management Response as of December 17, 2019</i></b></p>	<p><i>has continued to be focused on maintaining their health and well-being. For example, our April meeting was cancelled due to not having sufficient members for a quorum. Thankfully our members have started to stabilize and it is the agency’s expectation that there will be a fully updated P&amp;P. in Oct of this year.</i></p>	
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		<p><i>(Peter O’Connell, CEO &amp; Maria Rodriguez, Director of Programs)</i></p> <p>Due to a desire to use this opportunity to completely overhaul the policies &amp; procedures manual. It continues to be a work in progress. To help speed up the process and include expertise on the subject, the CEO has hired an expert on CIL operations and governance as a consultant. While delayed progress is being made towards adopting an updated policy and procedures.</p> <p><i>Anticipated Completion Date &amp; Contact</i> 4/21/2020</p> <p><b><i>Management Response as of December 28, 2019</i></b> Proposed P&amp;P is awaiting review during upcoming BOD meeting for quorum and adoption. Due to the length and</p>		
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		<p> complexity of the process,  approval has resulted in a need  for continuation in anticipated  outcome. <i>Anticipated</i>  <i>Completion Date &amp; Contact</i>  04 /21/2020  (Peter O’Connell, CEO &amp; Maria  Rodriguez, Director of  Programs) </p>		
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