



**Office of Inspector General  
Annual Report**

September 27, 2018

**Rick Scott**  
GOVERNOR



**Cissy Proctor**  
EXECUTIVE DIRECTOR

September 27, 2018

Ms. Cissy Proctor, Executive Director  
Caldwell Building, Suite 212  
107 East Madison Street  
Tallahassee, Florida 32399

Mr. Eric Miller, Chief Inspector General  
Executive Office of the Governor  
The Capitol, Suite 1902  
Tallahassee, Florida 32399

Dear Director Proctor and CIG Miller:

I am pleased to submit the Office of Inspector General's Annual Report for Fiscal Year 2017-2018, as required by section 20.055, Florida Statutes.

We remain committed in our work with the Department's management and staff to promote efficiency, accountability, and integrity. Thank you for your continued support.

Sincerely,

James E. Landsberg  
Inspector General

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# HIGHLIGHTS

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The Department of Economic Opportunity's Office of Inspector General (OIG) engaged in the projects below during the 2017-2018 fiscal year.

## Investigative Activity

- Completed four investigations;
- Completed 12 inquiries;
- Completed four management reviews;
- Coordinated the resolution of 18 complaints with DEO management and 14 complaints with other parties having appropriate jurisdiction; and
- Received 388 calls for management resolution or general assistance

## Audit Activity

- Conducted four information security audits and two management reviews resulting in 13 findings and recommendations;
- Performed liaison and coordination activities for three external audits;
- Coordinated seven external engagements with 21 findings and recommendations; and
- Facilitated corrective action for all significant recommendations in prior audits and reviews

## Other

- Conducted a Department-wide risk assessment;
- Prepared the annual and long-term audit work plan;
- Provided technical assistance to Department managers as needed; and
- Conducted management-requested reviews to improve efficiencies in program services

# INTRODUCTION

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## Purpose of this Report

Section 20.055, Florida Statutes, requires each Office of Inspector General to prepare an annual report describing its activities during the preceding state fiscal year. This report includes, but is not limited to:

- A description of activities relating to the development, assessment, and validation of performance measures;
- A description of significant deficiencies relating to the administration of programs and operations of the agency disclosed by investigations, audits, reviews, or other activities;
- A description of the recommendations for corrective action made by the inspector general during the reporting period with respect to significant problems, abuses, or deficiencies identified;
- The identification of each significant recommendation described in previous annual reports on which corrective action has not been completed; and
- A summary of each investigation and audit completed during the reporting period.

This document is presented to the Executive Director of the Florida Department of Economic Opportunity and to Florida's Chief Inspector General.

## Summary of the Department

Section 20.60, Florida Statutes, states that the mission of the Department of Economic Opportunity is to assist the Governor in working with the Legislature, state agencies, business leaders, and economic development professionals to formulate and implement coherent and consistent policies and strategies designed to promote economic opportunities for all Floridians.

The divisions of the Department are as follows:

1. Strategic Business Development
2. Workforce Services
3. Community Development
4. Information Technology
5. Finance and Administration

The Division of Strategic Business Development provides support for attracting out-of-state businesses to Florida, promoting the creation and expansion of Florida businesses, and facilitating the state's economic development partnerships. The primary initiatives and activities of the Division of Strategic Business Development are carried out in the Bureau of Business and Economic

Incentives, the Bureau of Compliance and Accountability, the Bureau of Planning and Partnerships, and the Office of Film and Entertainment.

The Division of Workforce Services partners with CareerSource Florida and the state's 24 Local Workforce Development Boards to strengthen Florida's business climate by supporting employers and helping Floridians gain employment, remain employed, and advance in their careers. The primary initiatives and activities of the Division of Workforce Services are carried out in the Bureaus of Labor Market Statistics, One-Stop and Program Support, and Reemployment Assistance.

The Division of Community Development fosters economic development in the state's rural and urban communities through opportunities, assistance, and partnerships with entities such as the Florida Housing Finance Corporation that balance local and state growth management needs. The primary initiatives and activities of the Division are carried out in the Bureaus of Small Cities and Rural Communities, Community Planning and Growth, and Economic Self Sufficiency.

The Division of Information Technology seeks out opportunities where information technology can help support the creation of jobs in Florida's economy. The primary initiatives and activities of the Division are designed to align everything information technology does with DEO needs. The goals of the Division are to eliminate duplicative services, improve the governance model, and leverage third party verifiable sources for efficiency improvements while enhancing accountability and mission integrity.

The Division of Finance and Administration provides support through management of activities related to budget, finance, general services, and human resources. The primary initiatives and activities of the Division are carried out within the Bureaus of Budget Management, Financial Management, Financial Monitoring & Accountability, General Services, and Human Resource Management.

# MISSION AND ORGANIZATION

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As stated in section 20.055, Florida Statutes, the role of the OIG is to provide a central point for coordination of, and responsibility for, activities that promote accountability, integrity, and efficiency in the Department.

The OIG has established the following priorities to help ensure success in fulfilling our mission:

- **Sufficiency** – Provide quality audits, investigations, reviews, and other services in accordance with professional standards and, where applicable, federal and state regulations.
- **Timeliness** – Perform audits, audit resolution, investigations, and reviews in a timely manner.
- **Added Value** – Perform activities designed to add value and improve the Department’s operations.
- **Awareness** – Promote awareness regarding OIG roles and responsibilities as well as awareness regarding the duty to report fraud, waste, and abuse.

The primary goal of the OIG is to provide independent and objective information in a timely manner to assist the Department’s Executive Director and management team in fulfilling their duties and responsibilities.

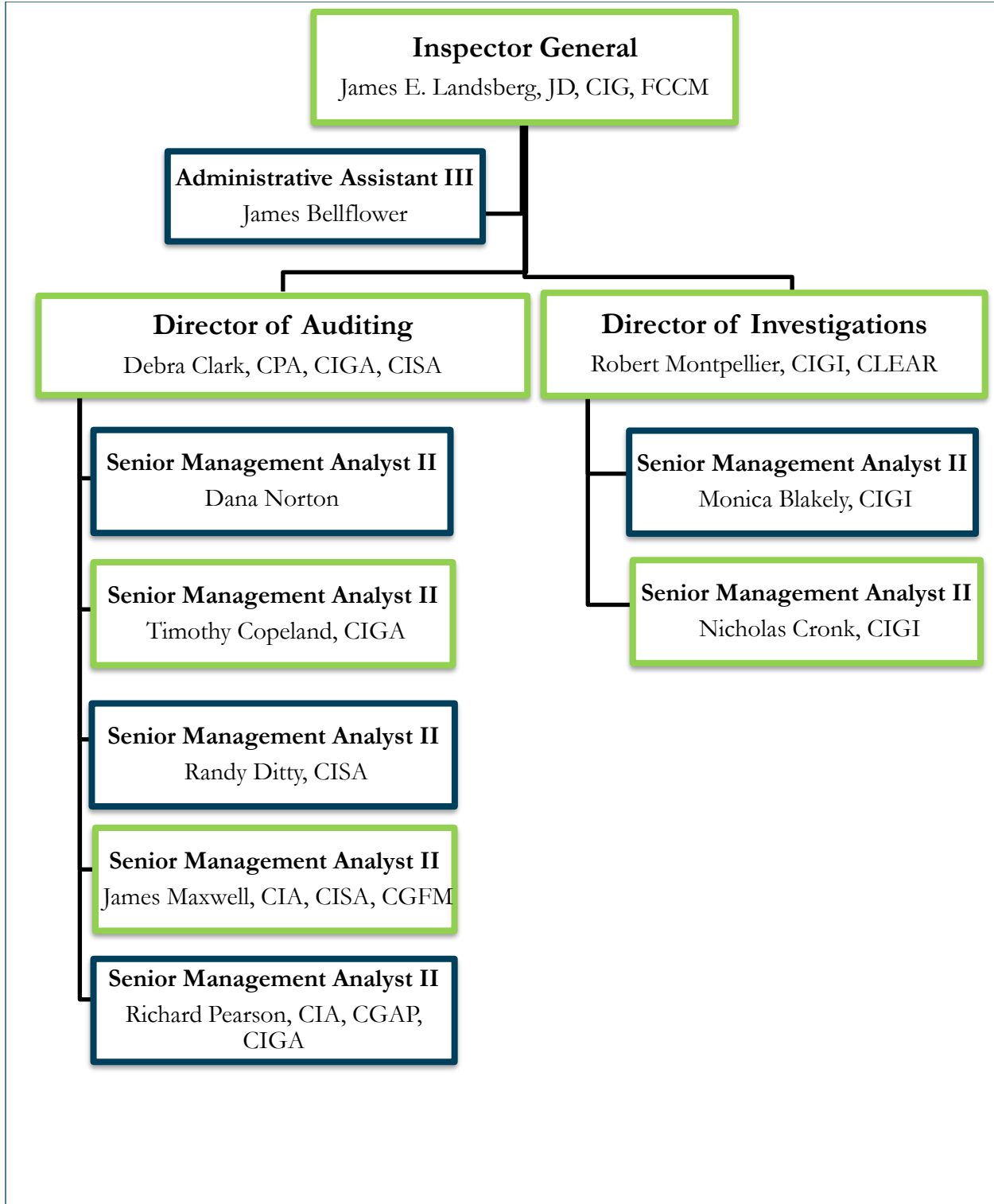
## Commission for Florida Law Enforcement Accreditation

As part of OIG’s continuing effort to better accomplish its mission, the Investigations Section pursued credentials through the Commission for Florida Law Enforcement Accreditation. This Commission accredits law enforcement agencies and Offices of Inspectors General within the State of Florida that attain specific standards for operations, investigations, and other activities. The OIG’s Investigations Section achieved this accreditation on June 22, 2016, after establishing compliance with approximately 40 standards.



## Organizational Profile

The OIG had a staff of 11 positions as of June 30, 2018. Our structure was as follows:





## **Professional Certifications**

Certifications held by the staff include:

- One Certified Inspector General (CIG);
- One Certified Public Accountant (CPA);
- Two Certified Internal Auditors (CIA);
- Three Certified Inspector General Auditors (CIGA);
- One Certified Government Financial Manager (CGFM);
- Three Certified Information System Auditors (CISA);
- Three Certified Inspector General Investigators (CIGI);
- One Certified Government Auditing Professional (CGAP);
- One Certified Investigator/Inspector (CLEAR);
- One Florida Bar Member (JD); and
- One Florida Certified Contract Manager (FCCM)

## **Professional Affiliations**

OIG staff members are affiliated with:

- National Association of Inspectors General (AIG);
- Florida Chapter of the Association of Inspector General (FCAIG);
- Institute of Internal Auditors (IIA);
- Tallahassee Chapter IIA (TCIIA);
- The Florida Bar;
- Information Systems Audit and Control Association (ISACA);
- Tallahassee Chapter ISACA (TCISACA);
- Association of Government Accountants (AGA);
- Tallahassee Chapter AGA (TCAGA);
- Council on Licensure, Enforcement, and Regulation (CLEAR); and
- The Florida Commission for Law Enforcement Accreditation

## Training Accomplishments

Training Activities for Fiscal Year 2017-18 included the following:

- **Information Systems Audit and Control Association** – OIG staff participated in several continuing education seminars on topics such as computer forensics, information technology security controls, vulnerability assessments, and logical access controls.
- **Government Accounting Conference** – This two-day conference, sponsored by the Association of Government Accountants, provided training in a variety of topics designed maintain auditors' proficiency in evolving fields.
- **Tallahassee Chapter of Association of Government Accountants** – Monthly meetings of accounting and auditing professionals from state and local governments included training in investigative planning, finding the ideal team player, and how the internal audit function facilitates controls.
- **Tallahassee Chapter of the Institute of Internal Auditors** – Quarterly meetings of internal audit professionals from the Tallahassee area included training in areas such as third party risk, advanced interviewing for audit professionals, turning ethical challenges into strategic opportunities, emerging technology, and business continuity programs.
- **Florida Chapter of the Association of Inspectors General** – Bi-monthly meetings included presentations on topics such as Advanced Interviewing for Investigation/Audit Professionals, Employee Interview Considerations, Public Records Law and the IG Community, Understanding Verbal and Non-Verbal Cues, and OSINT and Automation Tools for Social Media Awareness.
- **John E. Reid and Associates** – Two OIG Investigators completed the four-day training and received certification for Basic and Advanced Interviewing techniques.
- **Association of Government Accountants Webinars** – OIG staff participated in webinars addressing the topic of grants management.
- **The Association of Inspectors General Institute** – This five-day training course sponsored by the Association of Inspectors General provides participants instruction in core competency areas identified by the Association. One OIG staff member earned the *Certified Inspector General Auditor* credential.

# INVESTIGATIONS SECTION

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The Investigations Section conducts and coordinates activities designed to detect, deter, and prevent fraud, waste, mismanagement, misconduct, and other abuses. These activities include investigations, inquiries, management referrals, and law enforcement referrals.

## Investigations

The OIG conducts investigations designed to provide Department management with objective, fact-based assessments to help ensure the integrity and efficiency of both management and operations. Topics of investigation may include contract procurement violations, conflicts of interest, gross mismanagement, disruptive behavior, falsification of records, and data manipulation. Investigations also encompass misconduct by workforce service providers and other vendors who offer products and services under contract with the Department.

## Inquiries

Inquiry cases are opened when it is unclear whether a full investigation is warranted. In these types of cases, fact-gathering is conducted and a determination is made whether to proceed with a substantive investigation. Inquiries are used to report findings related to complaints or other issues to the Executive Director and Department managers where no specific wrongdoing by any one person is implied. Inquiries concentrate on Department and/or partner processes rather than allegations against a specific subject. An inquiry can result in a written report which summarizes the issues and provides recommendations for correction, if necessary.

## Management Reviews

Management Reviews are prompted for a variety of reasons. Primarily, management will request that OIG review a program for inefficiencies or vulnerabilities and make recommendations for improved delivery of programmatic services.

## Management Referrals

Management Referral cases are opened when OIG receives complaints which do not rise to the level of significance that warrant a substantive investigation. These complaints are referred to management and are monitored until an outcome report is received and reviewed by OIG.

## Law Enforcement Referrals

Law Enforcement Referral cases are those reported to the Florida Department of Law Enforcement (FDLE) or other law enforcement agencies, as appropriate, when the Inspector General has reasonable grounds to believe there has been a violation of criminal law.

## Summary of Investigative Activity

The Investigations Section completed 52 projects and received 388 calls from citizens for management resolution or general assistance. The table below summarizes significant investigative projects completed during the fiscal year.

<b>Closed Investigative Projects July 1, 2017 – June 30, 2018</b>	
<b>PROJECT</b>	<b>SUMMARY</b>
2017/18-0025	A complainant alleged that a company providing grant-writing and administrative services assisted communities in developing or drafting Requests for Proposals (RFPs) and then competed for those same contracts. OIG investigated and found the allegations to be unsubstantiated.
2017/18-0034	A citizen reported that a DEO subrecipient failed to competitively bid its contract for marketing services. OIG substantiated the allegation and recommended that the subrecipient follow its internal policies regarding competitive bidding.
2017/18-0043	OIG received a complaint regarding inaccurate allocation of work hours to federal workforce grants at a Local Workforce Development Board (LWDB). OIG investigated and found that the LWDB lacked sufficient internal controls necessary to ensure that the time charges were accurate, allowable and properly allocated to each grant.
2017/18-0048	In response to a request from DEO management, OIG performed a survey of the RA Benefit Operations program.
2017/18-0052	An anonymous complainant alleged that a DEO supervisor was promoting employees based on favoritism and quid pro quo relationships. OIG investigated and found the allegations to be unsubstantiated.
2017/18-0053	An anonymous complainant alleged a supervisor engaged in inappropriate relationships with employees. OIG conducted a review and found the allegation to be unsubstantiated.

<b>Closed Investigative Projects            July 1, 2017 – June 30, 2018</b>	
<b>PROJECT</b>	<b>SUMMARY</b>
2017/18-0072	A participant alleged that a LWDB was attempting to falsely claim credit for placing her in a job she obtained herself. OIG determined the allegation to be unsubstantiated as the LWDB did not claim a placement credit for the individual.
2017/18-0076	A contractor alleged that a LWDB was operating out of compliance with state and federal regulations when the LWDB did not renew his contract. The complainant also alleged that the LWDB failed to make records available to the public. OIG found the allegations to be unsubstantiated.

*\*Attachment I includes a summary of additional investigative activity.*

## AUDIT SECTION

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The Internal Audit function is designed to be an independent, objective assurance and consulting activity which adds value and improves the Department’s operations. Its objective is to help the Department accomplish its goals by bringing a systematic, disciplined approach to the evaluation of internal controls and governance processes. Although conducting internal audits is the primary mission of the Audit Section, substantial benefit is provided to the Department through several other functions. These include consulting engagements, coordination with external auditors, resolution of audits with federal grantors, tracking audit findings, and risk analysis.

During Fiscal Year 2017-18, the Internal Audit unit performed four formal audits summarized later in this report. In addition, we performed two management reviews.

First, we will address the development of our annual and long-term audit work plan.

### Work Plan Development

Section 20.055(6)(i), Florida Statutes, requires the OIG to develop risk-based annual and long-term audit plans which consider resource requirements and input from senior management.

In April 2018, OIG sent a Risk Assessment Survey to executive management and DEO managers from all divisions and performed in-person interviews with selected senior managers. The risk

assessment process had two purposes: (1) To help ensure that Department risk exposures are understood and managed; (2) To assist in identifying OIG work plan assignments. The survey addressed:

- Workforce Skills and Competence;
- Complexity of Transactions;
- Policies and Procedures Documentation;
- Management Competence;
- Labor Market Recruiting and Retention;
- Stability of Operations;
- Laws and Regulations;
- Impact of Recent Legislative Activity;
- Susceptibility to Fraud;
- Budget and Capital Constraints; and
- Use and Maintenance of Confidential Data.

We considered the results of these surveys and interviews in the development of our annual audit plan.

### **Significant Audit Projects**

During FY 2017-18, OIG performed the following tasks related to the development, assessment, and validation of performance measures:

- In June 2018, we assessed the reliability and validity of certain information provided by the Department for performance measures and standards related to the Long Range Program Plan (LRPP). In addition, we reviewed the Department's proposed measures of activity through FY 2022-23.
- Report No. 2017/18-0060: OIG conducted a review of performance measures reported by the Reemployment Assistance Appeals Commission. This review evaluated the process used to collect, calculate, and report data for selected measures. The review covered measures reported during the period of October 1, 2017, through December 31, 2017. We determined that the measures reviewed appeared to be valid and reliable, and that the program office was accurately reporting relevant data.

The OIG performed one management review of Information Security Access Controls as part of the audit plan. This review involved an examination of the process used to remove employee access upon termination during the prior six-month period.

One conclusion was noted related to the removal of access controls:

- Policies and procedures for the termination of access had not been developed or disseminated to the appropriate parties for implementation. As such, we noted instances in which employee access was not removed in a timely manner.

We recommended the following:

- That DEO management develop and disseminate policies and procedures to ensure a more effective enforcement of account access deactivation. Additionally, since the scheduled completion of information security procedures on this topic was several months away, OIG suggested that management consider an interim solution such as automatic alerts or notifications that could be used to alert specific organizational personnel, thereby ensuring timely access deactivation upon separation.

The OIG performed four information security audits of Local Workforce Development Boards (LWDBs) as part of the audit plan. The findings and recommendations are summarized below.

Information Security Audit of CareerSource Okaloosa Walton (LWDB 2) – Report No. 2016/17-0058

Four findings related to the following deficiencies/topics:

- Contingency Planning;
- Background Screenings;
- IT Audit Trails; and
- Vulnerability Awareness Testing.

We recommended that the Board:

- Continue to review, update, and test its COOP and DRP annually to ensure each meets the requirements set forth in NIST;
- Continue to ensure FDLE background screenings for employees, temporary workers, and Board partners are performed timely and in compliance with the Grantee-Subgrantee Agreement;
- Ensure that audit logging is enabled for all Board IT resources and that audit logs are maintained and reviewed on a regular basis;
- Develop and implement policies and procedures for the performance of vulnerability testing; complete a periodic vulnerability assessment of its networks and hosted systems; and implement mitigation strategies, if warranted.

Board management concurred with the above findings and has completed corrective actions to address the issues.

Information Security Audit of CareerSource Northeast Florida (LWDB 8) – Report No. 2016/17-0028

There were no findings in this audit and we concluded that, in general, the Board demonstrated a high level of adherence to DEO IS requirements.

Information Security Audit of CareerSource Citrus Levy Marion (LWDB 10) – Report No. 2016/17-0065

Four findings related to the following deficiencies/topics:

- Access Controls;
- Identification and Authentication;
- Background Screenings; and
- Database Security, Vulnerability Assessment, and Testing.

We recommended that the Board:

- Ensure a timely and appropriate process for granting and removing access to systems is assigned and monitored for compliance;
- Revise its policies and processes for the intruder lockout feature;
- Revise its policies and processes for conducting criminal background screening, ensuring that they align with sections 435.03 and 435.04(2), Florida Statutes, and the Grantee-Subgrantee Agreement; and
- Develop vulnerability assessment and testing procedures and ensure that vulnerability testing is performed on an annual basis.

Board management concurred with the above findings and has completed corrective actions to address the issues.

Information Security Audit of CareerSource Heartland (LWDB 19) – Report No. 2016/17-0069

Five findings related to the following deficiencies/topics:

- Access Controls;
- Contingency Planning;
- Physical Security;
- Information Asset Management; and
- Media Management.



We recommended that the Board:

- Ensure that (1) details for application access are maintained current for all applications in use; (2) access to applications is provided only if the resource is required for staff members to perform their official duties; and (3) Board policies and procedures for account termination are enforced so system access is timely deactivated for all separated employees;
- Ensure that (1) the alternate site and any subsequent related updates are formally documented and integrated into future contingency planning; and (2) testing plans should be formally established and related activities sufficiently documented;
- Ensure computer systems and facilities are protected from theft, alteration, damage by fire, dust, water, power loss and unauthorized disruption of operations;
- Verify all assets have been properly recorded in inventory; update the inventory process to include interim updates of equipment acquisitions, transfers or disposals; and perform periodic monitoring to ensure information assets are being effectively tracked and managed; and
- Develop their current policies and procedures to ensure they address the handling of media in conformance with Department protocols.

Board management concurred with the above findings and has completed corrective actions to address the issues.

*\*Attachment II includes a summary of additional audit-related activity.*

# ATTACHMENT I

<b>Additional Investigative Activity</b> July 1, 2017 – June 30, 2018	
<b>PROJECT</b>	<b>SUMMARY</b>
2017/18-0008	A former DEO OPS employee alleged she was harassed by her supervisor. OIG referred the complaint to the DEO Office of Civil Rights (OCR).
2017/18-0009	A DEO employee alleged she was retaliated against by her supervisor due to her disability. OIG referred the complaint to DEO OCR.
2017/18-0011	A Florida employer who received an unfavorable Reemployment Assistance (RA) appeals decision because the employer allegedly did not appear for the telephone hearing filed a complaint. OIG referred the complaint to the RA Appeals Bureau, which determined the hearing would be reopened to provide the employer an opportunity to give testimony.
2017/18-0012	A Reemployment Assistance (RA) Claimant alleged that DEO had failed to properly determine his monetary eligibility for RA benefits. OIG referred the complaint to the RA program area who resolved the complainant's concern.
2017/18-0013	A citizen filed a complaint based on a newspaper article and alleged that DEO committed fraud, waste and abuse by hiring an unqualified applicant. OIG determined that the hiring did not involve any potential violation of law, rule or policy.
2017/18-0014	A complainant alleged that her RA overpayment determination was the result of her employer providing erroneous information. OIG referred the complaint to an RA staff member who resolved the issue and removed the claimant's overpayment.
2017/18-0016	A claimant for RA Benefits complained that the RA system is designed to deny benefits and forces claimants to submit false information. A review found that user error on the part of the complainant led to eligibility issues. After the errors were corrected, the claim was properly paid.
2017/18-0019	A LWDB customer alleged he was subjected to age discrimination when applying for a Community Association Manager course. OIG referred the complaint to DEO OCR, which determined there was no discrimination.
2017/18-0020	A DEO employee received notification of intent to be dismissed and alleged retaliation for reporting ongoing issues with an LWDB. OIG encouraged the complainant to participate in his predetermination conference and provided

	the complainant with information about the Florida Commission on Human Relations.
2017/18-0021	A DEO Trade Adjustment Assistance (TAA) recipient alleged that she was missing payments. OIG referred the complainant to a TAA coordinator who successfully resolved the issue.
2017/18-0023	A complainant alleged that an LWDB failed to comply with a public records request. OIG conducted a review and determined the LWDB was responsive to the complainant's request and in compliance with applicable requirements.
2017/18-0024	A WIOA program participant alleged discrimination in the denial of services. OIG referred the complaint to DEO OCR, which determined there was no evidence to suggest that any discriminatory action took place.
2017/18-0030	A citizen reported allegations of non-payment of wages to a minor. OIG referred the citizen to the Department of Business and Professional Regulation.
2017/18-0032	An RA claimant alleged inappropriate handling of her RA claim. OIG referred the matter to RA management, which resolved the issue.
2017/18-0033	A Supplemental Nutrition Assistance Program participant complained that she completed her work orientation but that the Department of Children and Families (DCF) was never notified. OIG referred the complaint to the Office of One-Stop Program Support, which coordinated with DCF to resolve the complainant's concern.
2017/18-0035	A complainant stated that an RA Customer service representative would not assist him because of an ID verification issue that was previously resolved. OIG referred the complaint to RA management who resolved the complainant's concern.
2017/18-0041	An anonymous complainant alleged that a Community Development Block Grant (CDBG) Administrator inappropriately used his position for personal gain. OIG found the allegation to be unsubstantiated.
2017/18-0045	A CDBG recipient alleged that the State and County did not complete repairs to his home using program funding. OIG coordinated with the CDBG program, which worked with the complainant and the County to address the concern.
2017/18-0046	An anonymous complainant alleged a DEO supervisor provided false information on an employment application. OIG investigated and determined the allegation to be unsubstantiated.

2017/18-0055	A claimant for RA Benefits filed a complaint alleging that an RA Appeals Referee was biased against her during a hearing and in her appeals decision. OIG referred the complainant to the Reemployment Assistance Appeals Commission.
2017/18-0063	A DEO employee alleged that a coworker was subjecting her to a hostile work environment. OIG referred the complaint to DEO OCR.
2017/18-0064	A claimant for RA benefits alleged that two DEO employees were redirecting RA benefits to their personal accounts. A review of the claim history did not support the allegation.
2017/18-0065	A former employee of an LWDB alleged she was subjected to discrimination and unfairly terminated. OIG referred the complaint to DEO OCR, which investigated and found no reasonable cause to believe an unlawful practice occurred. DEO OCR dismissed the allegations of discrimination.
2017/18-0073	A jobseeker alleged that a LWDB did not provide services for which she was eligible. Upon review, OIG found that the jobseeker had begun the service-delivery grievance process. OIG advised the jobseeker to continue with the grievance process for resolution.
2017/18-0080	A DEO employee alleged she was subjected to discrimination from a supervisor based upon gender and disability. OIG referred the complaint to DEO OCR.
2017/18-0083	A former RA claimant alleged his RA debt was past the statute of limitations and that DEO had no authority to recover the debt. OIG provided the relevant Florida law to the Complainant.

## ATTACHMENT II

<b>Additional Audit-Related Activity July 1, 2017 – June 30, 2018</b>	
<b>PROJECT</b>	<b>SUMMARY</b>
2017/18-0002	Coordinated an update of the Catalog of State Financial Assistance.
2017/18-0003	Performed liaison activities related to external audits in accordance with section 20.055, Florida Statutes.
2017/18-0005	Performed a six-month follow up on the Information Security Audit of CareerSource Pasco Hernando (LWDB 16).
2017/18-0007	Participated with DEO IT in upgrading from SharePoint 2010 to SharePoint 2016, including the evaluation of content, security, and user acceptance testing of the 2016 application.
2017/18-0017	Conducted a six-month follow up to the Auditor General's Federal Awards audit for FY 2015-16.
2017/18-0018	Performed a six-month follow up on the Information Security Audit of CareerSource Research Coast (LWDB 20).
2017/18-0026	Performed a six-month follow up on the Information Security Audit of CareerSource Okaloosa Walton (LWDB 2).
2017/18-0028	Performed a six-month follow up on the Information Security Audit of CareerSource Chipola (LWDB 3).
2017/18-0037	Performed a six-month follow up on the Information Security Audit of CareerSource Pinellas (LWDB 14).
2017/18-0038	Performed a six-month follow up on the Information Security Audit of CareerSource Tampa Bay (LWDB 15).
2017/18-0040	Performed quarterly reviews of the Florida Housing Finance Corporation to assess the validity and reliability of data provided.
2017/18-0042	Performed research on policies and procedures for P-card purchases.
2017/18-0049	Performed research on Disaster Recovery Fraud and prepared a presentation for senior management to explain various types of fraud.

**Additional Audit-Related Activity**  
**July 1, 2017 – June 30, 2018**

<b>PROJECT</b>	<b>SUMMARY</b>
2017/18-0051	Performed a six-month follow up on the Information Security Audit of CareerSource Citrus Levy Marion (LWDB 10).
2017/18-0056	Performed a six-month follow up on the Information Security Audit of CareerSource Heartland (LWDB 19).
2017/18-0070	Redesigned the annual risk assessment to focus on risks that would prevent the Department from meeting its strategic objectives.
2017/18-0079	Conducted a six-month follow up to the Auditor General's Operational audit of Strategic Business financial incentive programs.

~ End of Report ~