



Governor’s Agency IG Inventory



IG Responding (*enter name and agency*): Keith Parks – Department of Children and Families (DCF)

Is your agency Inspector General SMS or SES? SMS SES

Our OIG staff are:

SES: X Career Service: X OPS: X (If more than one type provide details below)

Identify the mix

The Investigations Section (Investigations Unit and Intake Unit) has a total of 17 FTEs and the Internal and Single Audit Unit has a total of nine FTEs, all of which are categorized as SES. The Appeal Hearings Unit has a total of 37 FTEs categorized as follows:

SES – eight

Career Service – 28 (one actually funded by the ACCESS Program)

OPS – one (actually funded by the ACCESS Program)

How many OIG staff, if any, are sworn law enforcement officers?

None Some (*Number of Sworn, if applicable:*) [Click here to enter text.](#)

If there are sworn staff, under what authority/whose auspices are they sworn?

N/A

Are any expenditures associated with their sworn status absorbed by a budget entity other than the OIG’s budget?

No Yes (*explain:*) [Click here to enter text.](#)

Does the IG attend the agency head’s leadership meetings?

Yes. I attend all Executive Leadership meetings, am included on correspondence (e-mail and otherwise) relating to and impacting the leadership team, and have attended other associated functions as well.



Governor's Agency IG Inventory

Does the IG independently identify, and have authority independent of the agency head or other agency staff, to hire OIG staff when vacancies occur?

No. While the hiring decisions are made by me with respect vacancies within my office, approval signature from the Chief of Staff (as designated by the agency head) is required.

Does the OIG have the authority, within existing salary and rate considerations, to set OIG staff salary.

Yes No (*explain*): However, as noted above, this must be approved by the Chief of Staff.

Does the OIG have any duties outside the provisions of section 20.055, F.S.?

No Yes

If so, list (with statutory requirement cited if applicable) those duties

(*examples would be Single Audit, EEO investigations, agency employee background screening, etc.*)

N/A or: The Appeal Hearings Unit operates under the authority of 393.125, F.S., and 409.285, F.S., and has a total of 37 FTEs. The Single Audit Unit operates under the authority of 215.97, F.S., and the Federal OMB Circular A-133, and has a total of two FTEs.

How many FTE are associated with "outside" duties?

N/A or: 39 (two of which are actually funded by the ACCESS Program)

What are your agency head's thoughts (if discussed) on reassigning these duties?

Not discussed or: Although not discussed since the passage of HB 1385, historically, DCF agency heads have consistently agreed that these duties, particularly Appeal Hearings, are most appropriately located within the OIG.



Governor's Agency IG Inventory



Does the IG independently approve all travel for staff within the OIG?

Yes No (*explain*): Exception - Larger expenditures such as statewide staff meetings, which are approved by the Chief of Staff.

If no, has there been any unreasonable restrictions on authorizations to travel?

No Yes (*explain*): [Click here to enter text.](#)

Does the agency have any specific statutory language affecting IG appointments or the duties of the IG?

No Yes (*explain*): [Click here to enter text.](#)

Does the OIG have a separately established budget entity within the department?

Yes No

We reside within the Executive Direction/Support Services budget entity.

Does the IG have independent expenditure authority for the OIG budget allocation?

Yes No

If no, has there been any unreasonable restrictions on expenditures requested by the IG?

No Yes (*explain*): [Click here to enter text.](#)

Does the OIG prepare their own LBR for unfunded requirements?

Yes No (*explain*): Responsibility lies with the IG to complete the LBR with assistance from the Department's Office of Budget Shared Services.

Are OIG reports reviewed by the Agency Head, General Counsel, or any other agency official prior to release?

No Yes



Governor's Agency IG Inventory



If so, identify who does this review?

This would only occur if I determine that, for example, a legal review is necessary prior to release on cases involving high profile, sensitive, or more complex matters.

Was this review process requested by the IG, or by the agency head or other official?

Occurs when deemed necessary by the IG.

Are all OIG staff centrally located with the IG, or are staff disbursed?

Yes No

If disbursed, to how many locations and where are they?

All Internal and Single Audit Unit and Appeal Hearings Unit staff are co-located with the IG in Tallahassee. With regard to the Investigations Unit, there are a total of five offices (Headquarters/Tallahassee, Tampa, Orlando, Ft. Lauderdale, and Miami). The Tallahassee office contains a Chief of Investigations, Regional Investigator Supervisor, and two Regional Investigators and an outposted Regional Investigator in Jacksonville that reports to the Tallahassee supervisor. The Tampa field office contains a Regional Investigator Supervisor who supervises two Regional Investigators in each of the four field offices (Tampa, Orlando, Ft. Lauderdale, and Miami) and one additional outposted Regional Investigator in Rockledge.

How many auditors, investigators, administrators and other staff (in those categories) are in the OIG?

Auditors: Director of Audit, seven Auditors, and one Administrative Assistant II
Investigators: Chief of Investigations, two Regional Investigator Supervisors, 11 Regional Investigators, an Intake Unit Manager, and two administrative staff.
Others: Chief of Appeal Hearings, five Hearing Officer Supervisors, 24 Hearing Officers, an administrative staff supervisor, and six administrative staff.