



Use of District Facilities Follow-up Review Overview

The initial **Use of District Facilities** report was presented to and approved by the CCS Audit and Accountability Committee on April 27, 2017. As part of the initial audit, there were **18 recommendations** that were made. The objective of the follow-up review was to ensure Management has taken adequate corrective action to address the issues identified by the Office of Internal Audit during the initial audit.

18

Total Corrective Action Plans
Developed by Management

15

Corrective Action Plans
Implemented by
Management

2

Corrective Action Plans
Not Implemented by
Management

1

Corrective Action Plans
resolved by
Alternate Means by
Management

Overview

- Effective August 1, 2018, the District began using an online facility use system (Facilitron) to help manage the facility use process more consistently and effectively.
- Management is utilizing the new online facility use management system to compile and maintain an Infraction List of applicants that should be prevented from use of District facilities.
- Management provided training to staff of the new online facility use system and distributed user guides for reference.
- Management is utilizing the new online facility use management system to ensure that the Hold Harmless agreement and proof of liability insurance is obtained before facility use activity.

Outstanding Audit Issues

- Administrative Guidelines are still in draft form and have not been approved by the Superintendent (or designee) to be placed into practice and have not been uploaded to the NEOLA website.
- Management still needs to develop standard operating procedures on the proper use of building rental income.

Audit Issues by Risk Level

High: 5 | Moderate: 11 | Low: 2

(1 Open)

(1 Open)

(0 Open)