



FLORIDA COMMISSION ON OFFENDER REVIEW

DAVID A. WYANT
Commissioner/Chairman

S. MICHELLE WHITWORTH
Commissioner/Vice-Chair

RICHARD D. DAVISON
Commissioner

JLAC received 4.18.25

April 17, 2025

Sherrill F. Norman
Auditor General
Claude Denson Pepper Building
Suite G74
111 West Madison Street
Tallahassee, Florida 32399-1450

Re: Six Month Follow up to Audit Findings and Recommendations

Dear Ms. Norman:

Thank you for your October 2024 report on Operational Audit No. 2025-033 regarding the Commission on Offender Review's administration of victim rights notifications. We appreciate the Auditor General's thorough review and constructive recommendations.

We are pleased to report that the Commission has successfully completed all corrective actions and improvements that were due within the initial six-month period following the issuance of our audit response. Specifically, the following items have been addressed:

Finding 1:

- **Rulemaking:** The Commission reviewed its Florida Administrative Code rules related to victim notification and identified all rules that will require rulemaking to bring the same into compliance with article I, Section 16, Fla. Const., and s. 960.001, Fla. Stat. The Commission has completed one draft of the required rule revisions and completed the related required Office of Fiscal Accountability and Regulatory Reform rulemaking packet.
- **Review and Update of Section Roles:** The Commission reviewed the roles and responsibilities of both the Office of the Commission Clerk and the Victim Services sections and did not make any changes to operational responsibilities. Relevant portions of the governing procedure directives have been reviewed and the Commission submits that they remain consistent with Commission practices regarding section operational responsibilities.

- **Review of Letters and Notices:** The Commission reviewed and revised all exiting victim notification form letters and created additional form letters governing previously unaddressed notification requirements. The Commission submits that all revised and newly created notification letters fully inform victims of all applicable victim rights.

Finding 2:

- The Commission is actively making the requisite updates regarding these findings. A follow up report will be issued at the twelve-month deadline.

Finding 3:

- As of October 14, 2024, all corrective actions were completed.

All relevant staff have received updated training on the changes that have been made within the past six months and will continue to be trained on items that are still in progress. The Commission remains committed to continuous improvement and to upholding the constitutional and statutory rights afforded victims. Please advise if any additional information is required regarding the six-month action items.

Sincerely,


David A. Wyant

Chairman

Commission on Offender Review