



STATE OF MICHIGAN
DEPARTMENT OF MILITARY & VETERANS AFFAIRS
LANSING

RICK SNYDER
GOVERNOR

MG GREGORY J. VADNAIS
THE ADJUTANT GENERAL AND DIRECTOR

October 30, 2017

Rick Lowe, Chief Internal Auditor
Office of Internal Audit Services
Office of the State Budget
George W. Romney Building
111 South Capitol, 6th Floor
Lansing, MI 48913

Dear Mr. Lowe:

In accordance with the State of Michigan, Financial Management Guide, Part VII, attached is a summary table identifying our responses and a corrective action plan to address the recommendations contained within the Office of the Auditor General's performance audit of the Michigan Youth Challenge Academy covering the period January 1, 2016 through April 30, 2017.

Please direct questions regarding the summary table or corrective action plans to Jeff Connell at ConnellJ@michigan.gov or (517) 719-2550.

Sincerely,
Signature Redacted

GREGORY J. VADNAIS
Major General, MING
The Adjutant General

Enclosure

cc: Executive Office
Office of the Auditor General
House Fiscal Agency
Senate Fiscal Agency
House Appropriations Sub-Committee Military and Veterans Affairs
Senate Appropriations Sub-Committee State Police and Military Affairs
BG Michael A. Stone, DMVA
Russell Gullett, DMVA
Alfred Christian, DMVA
Jeff Connell, DMVA MYCA
Daphne Hobson, OIAS
Randy Shaffer, OIAS

**Responses to Office of the Auditor General's Performance Audit of
Michigan Youth Challenge Academy**

Summary Table	
Audit recommendations the agency partially complied with:	Expected Compliance Date
6. MYCA not effectively staffed	31 Dec 2017

Corrective Action Plan

6. MYCA not effectively staffed

The auditors again recommended that MYCA comply with the cooperative agreement by providing proper staffing levels and effectively overseeing staff.

Agency Formal Response: 27 Oct 2017

MYCA agrees and has taken the following steps to comply.

Minimum Manning: *The Director has increased 2017 staffing levels to 58 staff, 4 more than the required 54 staff to meet minimum staffing levels as prescribed in the Youth Challenge Cooperative Agreement.*

Due to the current Federal funding shortfall, the MYCA is still not able to meet the following staffing ratios by duty position. The Director will continue to pursue Federal funds in order to increase staffing levels to meet cooperative agreement category requirements. The Youth Challenge Director has prioritized available funding to ensure that an appropriate level of Cadre have been hired to ensure the proper health, safety and welfare of Cadets, and will continue to increase support staff as Federal funding becomes available. The Director will ask for a manning waiver if additional funds are unavailable for calendar year 2018. Additionally, local mental health providers and Michigan State University interns assist with counseling services to Cadets to help mitigate the lack of mental wellness counseling. Until Federal funding is increased, the following staff positions will be manned as depicted:

<u>Position</u>	<u>Required</u>	<u>Actual</u>
Instructors	6	7
Counselors	5	1 (An additional position advertised Aug 2017)
Case Managers	8	4
Cadre Team Leaders	26	33

Time Keeping: *After implementation of time-keeping process improvement efforts, timeliness of time-sheet approvals have improved by 100% and time-sheet data collection errors have been reduced. With the implementation of the SIGMA personnel systems in October 2017, time-keeping errors and approval timeliness will be further reduced to a negligible level.*