



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

BRADLEY C. WIEFERICH, P.E.
DIRECTOR

April 10, 2024

Chief Internal Auditor
State Budget Office
Office of Internal Audit Services
111 S. Capitol Avenue
7th Floor, Romney Building
Lansing, MI 48933

Dear Rick Lowe:

In accordance with the State of Michigan Financial Management Guide, Part VII, enclosed is the Michigan Department of Transportation corrective action plan in response to the Office of the Auditor General performance audit report on the Office of Aeronautics covering the period October 1, 2021, through May 31, 2023 (Project 591-0190-22).

Questions regarding the corrective action plan should be directed to Mike Trout, Office of Aeronautics Administrator at 517-335-9568 or Jack Cotter, CPA, CGMA, Commission Auditor, at 517-335-5920.

Sincerely,

E-SIGNED by Bradley C. Wieferich, P.E.
on 2024-04-10 08:13:08 EDT

Bradley C. Wieferich, P.E.
Director

Enclosure

cc: Executive Office
Office of the Auditor General
Senate Fiscal Agency
House Fiscal Agency
Senate Transportation Standing Committee
Senate Transportation Appropriations Subcommittee
House Transportation Appropriations Subcommittee
State Transportation Commission Chair
Michigan Aeronautics Commission Chair
Office of Commission Audits
Laura Mester, MDOT
Mike Trout, MDOT
Bryan Budds, MDOT
Andy Esch, MDOT
Sonja Scheurer, MDOT

Michigan Department of Transportation
Office of Aeronautics Audit (591-0190-22)
Issued by the Office of the Auditor General
December 2023
Department Final Corrective Action Plan

Summary Response Matrix

[Provide finding numbers in applicable category:]

	Complied	Will Comply	Partially Complied	Will Not Comply
Agrees		1, 2, 3, 4, 5, 6		
Partially Agrees				
Disagrees				

Final Corrective Action Plan (CAP)

Finding Number 1

Finding Title: Inspection documentation needs improvement.

Is this an IT-related finding: No.

Department Response

Management Views:

MDOT agrees with the recommendation.

Planned Corrective Action (Management Response):

MDOT has implemented staffing adjustments to fill positions that were vacant during the audit period. Training for individuals in those positions is currently underway. In addition, procedural documentation is being updated with expected completion by April 2024.

Anticipated Compliance Date:

April 30, 2024.

Responsible Individual(s):

Office of Aeronautics (Mike Trout/Bryan Budds).

Finding Number 2

Finding Title: Licensing processes need improvement.

Is this an IT-related finding: No.

Department Response

Management Views:

MDOT agrees with the recommendation.

Planned Corrective Action (Management Response):

MDOT has implemented staffing adjustments to fill positions that were vacant during the audit period. Training for individuals in those positions is currently underway. In addition, procedural documentation is being updated with expected completion by April 2024.

Anticipated Compliance Date:

April 30, 2024.

Responsible Individual(s):

Office of Aeronautics (Mike Trout/Bryan Budds).

Finding Number 3

Finding Title: Hospital heliport and helistop process improvements needed.

Is this an IT-related finding: No.

Department Response

Management Views:

MDOT agrees with the recommendation.

Planned Corrective Action (Management Response):

MDOT has implemented staffing adjustments to fill positions that were vacant during the audit period. Training for individuals in those positions is currently underway. In addition, procedural documentation is being updated with expected completion by April 2024.

Anticipated Compliance Date:

April 30, 2024.

Responsible Individual(s):

Office of Aeronautics (Mike Trout/Bryan Budds).

Finding Number 4

Finding Title: Timeliness of public-use facility and flight school inspections needs improvement.

Is this an IT-related finding: No.

Department Response

Management Views:

MDOT agrees with the recommendation.

Planned Corrective Action (Management Response):

MDOT has implemented staffing adjustments to fill positions that were vacant during the audit period. Training for individuals in those positions is currently underway. In addition, procedural documentation is being updated with expected completion by April 2024.

Anticipated Compliance Date:

April 30, 2024.

Responsible Individual(s):

Office of Aeronautics (Mike Trout/Bryan Budds).

Finding Number 5

Finding Title: Aircraft registration process needs improvement.

Is this an IT-related finding: No.

Department Response

Management Views:

MDOT agrees with the recommendation.

Planned Corrective Action (Management Response):

MDOT has implemented staffing adjustments to fill positions that were vacant during the audit period. Training for individuals in those positions is currently underway. MDOT has also engaged the applicable entities involved in payment processing to ensure the pertinent coordination and information sharing is occurring. In addition, procedural documentation is being updated with expected completion by April 2024.

Anticipated Compliance Date:

April 30, 2024.

Finding Number 6

Finding Title: Improvements needed to Aviation System Manager (ASM) user access controls.

Is this an IT-related finding: Yes.

IT System: ASM.

Department Response

Management Views:

MDOT agrees with the recommendation.

Planned Corrective Action (Management Response):

MDOT is engaged with ASM's software vendor to decrease risk associated with the unauthorized access, use, and modification of ASM. Expected completion is April 2024.

Anticipated Compliance Date:

April 30, 2024.

Responsible Individual(s):

Office of Aeronautics (Mike Trout/Bryan Budds).