



JUAN FERNANDEZ-BARQUIN  
CLERK OF THE COURT AND COMPTROLLER  
OF MIAMI-DADE COUNTY

## Audit Management



**Final Audit Report:**  
**DAVID Quarterly Quality Control Review**  
**April 1, 2025 – June 30, 2025**

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August 19, 2025



**Audit Management Division**

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August 19, 2025

The Honorable Juan Fernandez-Barquin  
Clerk of the Court and Comptroller, Miami-Dade County

We performed a quarterly quality control review of certain user activity of the *Driver and Vehicle Information Database (DAVID)* system for the period for the period April 1, 2025 to June 31, 2025, in accordance with the Fiscal Year (FY) 2025 *Clerk of the Court and Comptroller of Miami-Dade County – Audit Management Division Annual Audit Plan* and Administrative Order No. AO-2014-01, which governs internal audit functions.

A summary of the results is presented in this Final Audit Report.

We appreciate the courtesies and assistance extended to the auditors during this review. Please contact me should you have any questions or require additional information.

Sincerely,

Luis Soler  
Court Audit Operations Manager  
Audit Management Division

cc: Barbara Rodriguez, Chief of Staff  
Michael Amador, Senior Deputy Clerk  
Sandra M. Bazile, Senior Deputy Clerk  
Barbara Galvez, Chief Administrative Officer  
Miguel Mukodsi, Chief Information Officer  
Amy Garcia, Director, Traffic and Misdemeanor Court Department  
Deborah Gillett, Director, Criminal Court Department  
Dorian Mathis, Director, Juvenile Court Department



cc: Emilio Vega-Camejo, Director, District Courts Operations Department  
Liza Saboya-Fernandez, Director, Strategic Management and Budget Department  
Jacqueline Williams, Clerk's Finance Director, Clerk Finance Department  
Santiago Alfonso, Director, Parking Operations Department  
Catherine Benway, Deputy Chief Information Officer, Technical Services Department  
Paul Collado, Assistant Director, District Courts Operations Department  
Raul Diaz, Deputy Chief Information Officer, Technical Services Department  
Milagros Irene, Clerk's Assistant Finance Director, Clerk Finance Department  
Sabrina Perez, Assistant Director, Criminal Court Department  
Yvette Rodriguez, Assistant Director, Juvenile Court Department  
Kenyatta Eleby, Assistant Director, Traffic and Misdemeanor Court Department



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## **EXECUTIVE SUMMARY**

Audit Management performed a quarterly quality control review pursuant to the *Memorandum of Understanding for Governmental Entity Access to Driver and Vehicle Information Database (DAVID)*, with the Florida Department of Highway Safety and Motor Vehicles (FLHSMV). Also evaluated were the internal controls governing the use and dissemination of personal data to determine if they are adequate to protect the data from unauthorized access, distribution, use, modification or disclosure pursuant to the *Memorandum of Understanding for Driver's License and/or Motor Vehicle Record Database*. To perform the audit, we reviewed certain DAVID user-activity for the period April 1, 2025, to June 30, 2025.

During the review, auditors determined that adequate internal controls governing the use and dissemination of personal information are in place to protect DAVID data from unauthorized access, distribution, use, modification, or disclosure. No evidence of systematic irregularities or impropriety of driver license and/or motor vehicle information was discovered.



## **PURPOSE AND SCOPE**

A quarterly quality control review was performed pursuant to the *Memorandum of Understanding for Governmental Entity Access to Driver and Vehicle Information Database (DAVID)* system, with the Florida Department of Highway Safety and Motor Vehicles (FLHSMV), *Contract Number HSMV-0321-25, as Amended*, dated *March 31, 2025* (Database MOU), in effect during the audit period.

Also evaluated were the internal controls governing the use and dissemination of personal data to determine if they are adequate to protect the data from unauthorized access, distribution, use, modification or disclosure pursuant to the *Database MOU*.

To perform the audit, we reviewed certain DAVID user-activity for the period April 1, 2025, to June 30, 2025.



## **BACKGROUND**

Pursuant to the *MOU*, the FLHSMV provides electronic access to driver license and motor vehicle information through DAVID or Driver's Transcript Web Service, and/or Batch Access and/or Penny Vendor DL Web Service. The Clerk of the Court and Comptroller (Clerk) uses its in-house-developed Simultaneous Paperless Image Retrieval Information Technology (SPIRIT) system to access the driver license and motor vehicle information through the FLHSMV's Driver's Transcript Web Service, Batch Access, and/or Penny Vendor DL Web Service.

Driver license and motor vehicle information accessed from the FLHSMV is confidential and protected under the Driver's Privacy Protection Act and must be handled accordingly. Unauthorized access, use or disclosure of the information may result in penalties, civil lawsuits and violations of criminal law. Unauthorized use includes, but is not limited to, queries not related to a legitimate business purpose, personal use, and dissemination, sharing, copying, or passing of driver license and motor vehicle information to unauthorized users.

Unauthorized use may result in civil proceedings against the Clerk and/or user. Violations or misuse may also subject the user and the Clerk to administrative sanctions and possible disciplinary action, which may result in DAVID access termination. The FLHSMV may terminate the *MOUs* without notice for failure to comply with any of the requirements and applicable laws. Therefore, activity associated with any aspect of use of information obtained from DAVID is subject to detailed monitoring and audits to protect against unauthorized use. Information obtained from the FLHSMV may be solely used for the purposes granted and may only be disclosed as authorized by state law.

Pursuant to the Clerk's DAVID Internal Control Policies and Procedures Manual, the Clerk has designated Points of Contact (POCs) in each Department/Division/Section whose employees access DAVID as part of their job functions. The POCs are the gatekeepers between the Department/Division/Section, Technical Services Department (TSD) and the FLHSMV. POCs are required to perform Quarterly Quality Control Reviews (QQCR) to monitor usage, ensure users are appropriately authorized, and have annually acknowledged their understanding of the confidential nature of the information and the possible criminal sanctions imposed for the unauthorized disclosure or use of the data. During their review, POCs are required to look for signs of misuse, including reason codes regarding why an individual was searched; accessing information of siblings, spouses, ex-spouses, celebrities, and political figures; times of day the data was accessed; repeated access of the same record; and unexplained access to Emergency Contact Information. Each POC is required to submit QQCR reports to Audit Management for review. Audit Management also performs an independent review to ensure compliance.



## **SUMMARY RESULTS**

The following DAVID “Agency Reports” were accessed during our independent review; The *List of POC Contact Information*, which provides all active POCs by location. The *Users by Status*, which provides the total Active, Inactive, and Locked users by location for the period under review. The *Users by Agency* Report provides a listing all users by Department/Division/Section and includes the User’s Full Name, Username, User Status (Active, Inactive or Locked), Current Status Date, Last Sign-in Date, Training Completion Date, and the User ID of the employee who added the user. In addition, the DAVID “Audit Report” titled, “*User Activity Report*” which provides the User Location, User Full Name, Username, IP Address, Time Accessed, Purpose Code, Page Viewed, Search Field and Search Value was also accessed and used to select user transactions to conduct detailed reviews.

As part of the review, each POC’s QQCR reports were audited for the period from April 1, 2025, to June 30, 2025. Comparison of the three DAVID Agency Reports were conducted to reconcile any differences, and then the *User Activity Report* was utilized to randomly pull cases by month for each user provided by the POC, as reflected in Table I below. The information (i.e., driver’s license number, case number, tag number) was also reviewed in the Traffic System, Criminal Justice System, Parking Violations System and/or SPIRIT, to ensure the employee accessed valid cases.

**Table I**  
**Summary of Cases Audited in DAVID**  
**April 1, 2025 - June 30, 2025**

<b>Division/Section</b>	<b>Number of Authorized Users</b>	<b>Total Cases</b>
Clerk of the Court and Comptroller		
Criminal Felony Court	8	3
District Courts	25	7
Juvenile Court	3	-
Parking Violations Bureau	18	17
Traffic and Misdemeanor Court	25	11
<b>Total</b>	<b>79</b>	<b>38</b>

Source: POC, QQCR, DAVID, CJIS, TRFAMENU and PVSA

Auditors also looked for possible misuse(s) including, but not limited to, purpose codes utilized, time of day the information was accessed, repeated access of the same record, unexplained access of Emergency Contact Information, accessing siblings, spouses, ex-spouses, celebrities, or political





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figures, as required by the MOU. Further, as reflected in Table II below, auditors reviewed for reasonableness at one hundred percent, all active users' activity to identify any instances that included customers with the same or similar last name.

**Table II**  
**Number of Transactions in DAVID Department/Division/Section**  
**April 1, 2025 – June 30, 2025**

<b>Division/Section</b>	<b>Total Transactions</b>	<b>Number of Users Processing Transactions</b>
Clerk of Courts (TSD and AM) <sup>1</sup>	2	2
Criminal Felony Court	573	4
District Courts	760	14
Juvenile Court	-	-
Parking Violations Bureau	6,252	17
Traffic and Misdemeanor Court	8,207	23
<b>Total</b>	<b>15,794</b>	<b>60</b>

Source: DAVID

<sup>1</sup> TSD=Technical Services Division; AM=Audit Management

During the review, auditors determined that adequate internal controls governing the use and dissemination of personal information are in place to protect DAVID data from unauthorized access, distribution, use, modification, or disclosure. No evidence of systematic irregularities or impropriety of driver license and/or motor vehicle information was discovered.



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CLERK OF THE COURT AND COMPTROLLER  
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Traffic and Parking  
Civil, Family Court and Marriage  
Criminal Court  
Jurors  
Home and Property  
Records  
Clerk of the Board

TOP SERVICES PROVIDED:

Pay Parking  
Court Records Search  
Request Certified Copies  
Marriage Licenses  
Pay Traffic Citations  
Jurors

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