



COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.
Executive Director

OFFICE OF CHILDREN'S SERVICES
Administering the Children's Services Act

February 26, 2019

Mr. John Crawford, CPMT Chair
Isle of Wight County CSA Program
2404 Airline Blvd
Portsmouth, VA 23701

RE: Isle of Wight County Children's Services Act (CSA) Program Audit
Self-Assessment Validation, File No. 34-2019

Dear Mr. Crawford,

In accordance with the Office of Children's Service's (OCS) Audit Plan for Fiscal Year 2019, the Isle of Wight County Community Policy and Management Team (CPMT) has completed and submitted the results of the self-assessment audit of your local CSA Program. An on-site visit was scheduled and conducted by OCS Program Auditors on January 15, 2019 to perform the independent validation phase of the process.

Based on the review and examination of the self-assessment workbook and supporting documentation provided by the Isle of Wight County CSA program, our independent validation:

Concurs Partially Concurs Does Not Concur

with the conclusion reported by the Isle of Wight County CPMT that no significant observations of non-compliance and/or internal control weaknesses were identified in the design or operation of the processes or services conducted on behalf of Isle of Wight County CSA. The explanation for our assessment results are as follows:

The Isle of Wight County CPMT concluded that there were only non-significant compliance and/or internal control weakness observations noted. However, validation procedures of the locally prepared CSA Self-Assessment Workbook identified a deficiency indicating non-compliance with the statutory requirements of CSA. This is considered significant because the local program is not operating fully in accordance with the laws of the Commonwealth Specifics pertaining to the Isle of Wight County CSA Program are detailed on page two (2).

SIGNIFICANT NON-COMPLIANCE OBSERVATION

Membership of the CPMT was not consistent with state and locally established requirements. The CPMT does not have a private provider representative in accordance with COV § 2.2-5205. However, a private provider representative serves as a member of the Isle of Wight Family Assessment and Planning Team (FAPT). The role of private provider is optional for FAPT. The absence of the private provider representative impedes the intent of CSA to create a collaborative system of services and funding that includes both representatives of public agencies and the community. The CPMT would have met the Children's Services Act compliance requirements regarding the private provider representative had they elected to have the private provider serving on the FAPT appointed to CPMT instead.

RECOMMENDATIONS

The Isle of Wight County CPMT should take appropriate action to ensure that the non-compliance observations are addressed in the immediate future. The CPMT should ensure that composition of the CPMT meets the minimum requirements established by CSA statute. The CPMT should actively recruit to fill the vacancies. Documentation of recruitment efforts should be maintained.

CLIENT COMMENTS

"The IOW CPMT acknowledges the deficiency cited by OCS regarding private provider representation on the CPMT. For many years, the Tidewater Youth Services Commission (TYSC) has served on the IOW CPMT because they provide services directly to the locality. However, since TYSC is technically a public agency, although also a provider of services, they do not qualify to meet the requirement for a private provider on the team. In addition, the code references utilizing a private provider from within the locality itself. Due to the rural nature of Isle of Wight County, no private providers exist directly within the locality. At the FAPT level, UMFS has served as a private provider representative for over 20 years as a non-profit agency working outside the locality. It has been the preference of UMFS to serve on the FAPT level and they contribute greatly to the team's effectiveness. In discussing the matter at the IOW CPMT meeting on January 22, 2019, the team felt that it would be best to begin a search for a private provider who would agree to serve at the CPMT level. A process was outlined in which a notice would be sent to providers who currently service the area requesting that a resume be submitted if there is interest in serving on the CPMT. The CPMT will then consider the responses and select an appropriate representative."

The Office of Children's Services respectfully requests that you submit a quality improvement plan to address the observations outlined in this report no later than 30 days from receipt of this report. In addition, we ask that you notify this office as quality improvement tasks identified are completed. OCS will conduct a follow up validation to ensure the quality improvements have been implemented as reported.

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We would like to thank the Isle of Wight County CPMT and related CSA staff for their contributions in completing the CSA Self-Assessment Workbook. We also would like to acknowledge the excellent assistance and cooperation provided by Rachel Lewis, CSA Coordinator during our on-site visit. Ms. Lewis' efforts enabled the audit staff to resolve any questions/concerns that we observed during the validation process. Please feel free to contact us should you have any questions.

Sincerely,


Stephanie S. Bacote, CIGA
Program Audit Manager

cc: Scott Reiner, Executive Director
Randy R. Keaton, Isle of Wight County Administrator
Nancy Mayo, CPMT Fiscal Agent
Rachel Lewis, CSA Coordinator