



# COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.  
Executive Director

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

August 29, 2018

Mr. Brad Burdette, CPMT Chair  
Appomattox County CSA Program  
318 Court Street  
Appomattox, VA 24522

RE: Appomattox County Children's Services Act (CSA) Program Audit Self-Assessment  
Validation, File No. 50-2018

Dear Mr. Burdette,

In accordance with the Office of Children's Service's (OCS) Audit Plan for Fiscal Year 2018, the Appomattox 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 June 22, 2018 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 Appomattox County CSA program, our independent validation:

Concurs                       Partially Concurs                       Does Not Concur

with the conclusion reported by the Appomattox 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 Appomattox County CSA. Appomattox County CPMT has submitted a complete and satisfactory quality improvement plan addressing all non-significant observations that were identified by the CPMT, which included tasks, responsible parties, and target completion dates. OCS Program Auditors conducted a follow-up of the quality improvement plan and determined that tasks identified have been implemented and/or are currently in progress. We respectfully request that you periodically update our office once quality improvement tasks have been fully completed.

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We would like to thank the Appomattox 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 that was provided by Ashley Sandman, CSA Coordinator during our on-site visit. Ms. Sandman's 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  
Susan Adams, Appomattox County Administrator  
and CPMT Fiscal Agent  
Ashley Sandman, CSA Coordinator  
SEC Finance and Audit Committee