



COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.
Executive Director

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

June 20, 2019

Rebecca Vinroot, CPMT Chair
5249 Olde Towne Road
Williamsburg, VA 23188

RE: James City County CSA Program Self-Assessment Validation, File No. 42-2019

Dear Ms. Vinroot,

In accordance with the Office of Children's Services (OCS) Audit Plan for Fiscal Year 2019, the James City County Community Policy and Management Team (CPMT) has completed and submitted the results of the self-assessment audit of your local Children's Service Act (CSA) Program. An on-site visit was scheduled and conducted by OCS Program Auditors on May 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 James City County CSA program, our independent validation:

Concurs Partially Concurs Does Not Concur

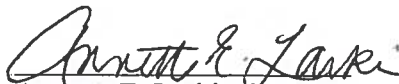
with the conclusion reported by the James City County CPMT that no significant non-compliance and/or internal control weaknesses were found in the design or operation of the processes or services conducted on behalf of the James City County CSA program. The CPMT has submitted a satisfactory quality improvement plan addressing all non-significant observations identified by the CPMT, which includes action steps, responsible parties, and targeted completion dates. We respectfully request that you notify this office, as corrective actions are complete. OCS will conduct a follow-up validation to ensure the corrective action have been implemented.

CLIENT COMMENTS

No Comment.

We would like to thank James City County Community Policy and Management Team 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 Courtney Sexton CSA Coordinator during our on-site visit. Her efforts enabled the audit staff to resolve quickly any questions/concerns that we observed during the validation process. Please feel free to contact us should you have any questions.

Sincerely,



Annette E. Larkin, MBA
Program Auditor



Stephanie S. Bacote, CIGA
Program Audit Manager

cc: Scott Reiner, Executive Director
Scott Stevens, James City County Administrator
Sharon Day, CPMT Fiscal Agent
Courtney Sexton, CSA Coordinator