



COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.
Executive Director

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

June 6, 2018

Ms. Sarah Kish, CPMT Chair
Winchester CSA Program
12 N. Washington Street
Winchester, VA 22601

RE: Winchester Children's Services Act (CSA) Program
Audit Self-Assessment Validation, File No. 45-2018

Dear Ms. Kish,

In accordance with the Office of Children's Service's (OCS) Audit Plan for Fiscal Year 2018, the Winchester 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 February 16, 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 Winchester CSA program, our independent validation:

Concurs

Partially Concurs

Does Not Concur

with the conclusion reported by the Winchester 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 Winchester CSA. Winchester 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 Winchester 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 Karen Reinhardt, CSA Coordinator during our on-site visit. Ms. Reinhardt'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,



Stéphanie S. Bacote, CIGA
Program Audit Manager

cc: Scott Reiner, Executive Director
Eden E. Freeman, Winchester City Manager
Celeste Broadstreet, CPMT Fiscal Agent
Karen Reinhardt, CSA Coordinator