



COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.
Executive Director

OFFICE OF CHILDREN'S SERVICES

Administering the Children's Services Act

March 30, 2017

Glenda Collins, CPMT Chair
Wise County CSA Program
219 Wood Avenue East
Big Stone Gap, VA 24219

RE: Wise County Children's Services Act (CSA) Program
Audit Self-Assessment Validation, File No. 31-2014

Dear Ms. Collins,

In accordance with the Office of Children's Service's (OCS) Audit Plan for Fiscal Years 2013-2015, the Wise 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 21, 2016 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 Wise County CSA program, our independent validation:

Concurs Partially Concurs Does Not Concur

with the conclusion reported by the Wise County CPMT that no significant internal observations of non-compliance or internal control weaknesses were identified in the design or operation of the processes or services conducted on behalf of Wise County CSA. The Wise 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.


CLIENT COMMENT

See Attachment

Ms. Glenda Collins, CPMT Chair
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We would like to thank the Wise County CPMT and related CSA staff for their contributions in completing the CSA Self-Assessment Workbook. We also would like to acknowledge the assistance and cooperation that was provided by Abe Rutherford, CSA Coordinator during our on-site visit. Mr. Rutherford'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
Shannon C. Scott, Wise County Administrator
Delores Smith, CPMT Fiscal Agent
Abe Rutherford, CSA Coordinator
SEC Finance and Audit Committee



Lonesome Pine Office On Youth

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March 29, 2017

Stephanie Bacote

Program Audit Manager

Office of Children's Services

1604 Santa Rosa Road, Suite 137

Richmond VA 23229-5008

Dear Ms. Bacote,

This letter is in response to your observations during the CSA program audit for Wise County.

We appreciate the opportunity to look closely at our policies and procedures and as such have identified a few nonsignificant issues. We have worked since your visit in June to correct these issues. Some were corrected imminently, some have been corrected over time. At this time, we believe controls are in place so that we are in full compliance with CSA state policies and procedures. We will continue to review and update our local policies at least once per year. Our most recent by-law and CSA Policy and Procedure Manual was approved by our Community Policy and Management Board and updated on March 28, 2017. We also plan to keep up to date on state revisions and additions so that our policies can continue to be the most current.

Respectfully,

Glenda Collins

Glenda Collins, Executive Director Lonesome Pine Office on Youth

Chairperson Wise County Community Policy and Management Board