



## COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.  
Executive Director

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

February 26, 2024

Karen Stalzer, CPMT Chair  
Virginia Department of Health  
Chickahominy Health District  
12312 Washington Highway  
Ashland, VA 23005

RE: Goochland County CSA Program Self-Assessment Validation (SAV)  
Final Report, File No. 22-2024

Dear Ms. Stalzer,

In accordance with the Office of Children's Services (OCS) Audit Plan for Fiscal Year 2024, the Goochland 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. Based on the review and examination of the self-assessment workbook and supporting documentation completed by the Goochland County CSA program on November 30, 2023, and covering the period July 1, 2022 through June 30, 2023, our independent validation:

Concurs

Partially Concurs

Does Not Concur

with the conclusion of the Goochland County CPMT that no significant observations of non-compliance or internal control weaknesses were found in the design or operation of the processes or services conducted. A summary of internal control enhancements reported by the CPMT are included as Attachment A.

Karen Stalzer, CPMT Chair  
Goochland County CSA Program SAV  
February 26, 2024  
Page 2

We thank the Goochland County Community Policy and Management Team, CSA staff, and partners for contributing to the CSA Self-Assessment Workbook. We also acknowledge the excellent assistance and cooperation Mills Jones, CSA Coordinator, provided during our review. Mr. Jones' efforts enabled the audit staff to resolve any questions/concerns 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  
Victor Carpenter Goochland County Administrator  
Carla Cave, CPMT Fiscal Agent  
Mills Jones, CSA Coordinator

Attachment



**CSA Self-Assessment Validation**  
**Goochland County CSA Program Audit- SAV**  
**Summary of Self-Reported Internal Control Enhancements**

<b>Observations</b>	<b>Criteria</b>	<b>Prior Audit Repeat Observation</b>	<b>Quality Improvement Plan Submitted</b>	<b>Quality Improvement Plan Action Date/Status</b>
<u>Governance</u> : CPMT will review the Code of Ethics and determine if an additional Code of Conduct for FAPT/CPMT participants is warranted.	ARMICS <sup>1</sup>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6/30/24 In progress
<u>Governance</u> : Reduce risk of non-compliance with FAPT/CPMT attendance.  <ul style="list-style-type: none"> <li>• Each agency will designate backup representatives to FAPT/ CPMT.</li> <li>• Designees will complete training identified in the CSA Training Plan.</li> <li>• CPMT will evaluate staffing of the local CSA program and make recommendations to the County Administrator.</li> </ul>	ARMICS <sup>1</sup>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6/30/24 In progress
<u>Governance</u> : Enhance policies regarding information security. CPMT will develop and approve updated Information security policies regarding access to CANVaS and OCS information systems.	ARMICS <sup>1</sup>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6/30/24 In progress

ARMICS (Department of Accounts, Agency Risk Management and Internal Control Standards):

- <sup>1</sup>Control Environment: Governance