

***CHILDREN'S SERVICES ACT  
PROGRAM AUDIT***

***City of Poquoson  
Self-Assessment Validation***

***Audit Report No. 12B-2022***

**July 26, 2023**



**Office of Children's Services**  
Empowering communities to serve youth

## **Report Disclaimer**

**Due to the COVID-19 pandemic, onsite visits to validate management's conclusions were suspended. In lieu of onsite visits, self-assessment validation activities were conducted remotely.**



# COMMONWEALTH of VIRGINIA

Scott Reimer, M.S.  
Executive Director

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

July 26, 2023

Jessica Davis, CPMT Chair  
City of Poquoson  
500 City Hall Avenue  
Poquoson, VA 23662

RE: City of Poquoson CSA Program Self-Assessment Validation (SAV)  
Final Report, File No. 12B-2022

Dear Ms. Davis:

In accordance with the Office of Children's Services (OCS) Audit Plan for Fiscal Year (FY) 2022, the City of Poquoson Community Policy and Management Team (CPMT) has completed and submitted the results of the self-assessment audit of the local Children's Service Act (CSA) Program. Based on the review and examination of the self-assessment workbook and supporting documentation completed by the City of Poquoson CSA program on January 31, 2022 and covering the period January 1, 2021 through December 31, 2021, our independent validation of CPMT governance activities:

Concurs

Partially Concurs

Does Not Concur


with the conclusion reported by the City of Poquoson 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.

## CLIENT COMMENTS

See Attachment

We thank the City of Poquoson CPMT, CSA staff, and partners for contributing to the CSA Self-Assessment Workbook. We also would like to acknowledge the excellent assistance and cooperation provided by Cynthia Curling, CSA Coordinator during our review. Ms. Curling's 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,

  
Rendell R. Briggs, CAMS  
Program Auditor

  
Stephanie S. Bacote, CIGA  
Program Audit Manager

cc: Scott Reiner, Executive Director  
J. Randall Wheeler, Poquoson City Manager  
Tara Woodruff, CPMT Fiscal Agent  
Cynthia Curling, CSA Coordinator



**CITY OF POQUOSON**

FINANCE DEPARTMENT

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1096

July 25, 2023

Rendell R. Briggs, CAMS  
Office of Children's Services

RE: City of Poquoson CSA Program Self-Assessment Validation (SAV)

Dear Mr. Briggs:

The City of Poquoson Community Policy and Management Team concurs with the audit findings for Fiscal Year 2022.

Thank you,

A handwritten signature in black ink, appearing to read "Jessica Davis".

Jessica Davis  
CPMT Chairman