



# COMMONWEALTH of VIRGINIA

## OFFICE OF COMPREHENSIVE SERVICES

*Administering the Comprehensive Services Act for At-Risk Youth and Families*

Susan Cumbia Clare, M.Ed.  
Executive Director

December 17, 2014

Ms. Patricia D. Harrison, CPMT Chair  
Fairfax/Falls Church CSA Program  
12000 Government Center Parkway  
Fairfax, VA 22035

RE: Fairfax/Falls Church CSA Program Audit Self-Assessment Validation, File No. 34-2014

Dear Ms. Harrison,

In accordance with the Office of Comprehensive Service's (OCS) Audit Plan for Fiscal Years 2013-2015, the Fairfax/Falls Church Community Policy and Management Team (CPMT) has completed and submitted the results of the self assessment audit of your local CSA Program by the established due date of January 31, 2014. An on-site visit was scheduled and conducted by the Program Compliance Specialist supervised by the OCS Program Audit Manager on November 10, 2014 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 Fairfax/Falls Church CSA program, our independent validation:

Concurs

Partially Concurs

Does Not Concur

with the conclusion reported by the Fairfax/Falls Church CPMT that no significant observations of non-compliance and/ or weakness were found in the design or operation of the internal controls applicable to the process or services conducted on behalf of Fairfax/Falls Church CSA. The CPMT has submitted a complete and satisfactory quality improvement plan addressing all non-significant observations that were 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 completed. OCS will conduct a follow up validation to ensure the corrective actions have been implemented.

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We would like to thank the Fairfax/Falls Church 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 Jim Gillespie, Program Manager during our on-site visit. Mr. Gillespie's efforts enabled the audit staff to quickly 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: Susan C. Clare, Executive Director  
Edward L. Long Jr., Fairfax County Executive  
Bob Sisson, Fairfax City Manager  
Wyatt Shields, Falls Church City Manager  
Deirdre Finneran, Fiscal Agent  
Jim Gillespie, CSA Program Manager  
Chloe Carter, Program Compliance Specialist