



# Commonwealth of Virginia

**Walter J. Kucharski, Auditor**

**Auditor of Public Accounts  
P.O. Box 1295  
Richmond, Virginia 23218**

January 12, 2010

The Honorable William R. Light  
Chief Judge  
County of Campbell Juvenile and Domestic Relations Court  
901 Church St., 1st Floor  
Lynchburg, VA 24504

Audit Period: July 1, 2008 through June 30, 2009  
Court System: County of Campbell  
Judicial District: Twenty-fourth

We are performing a statewide audit of the Juvenile and Domestic Relations Courts. During our review of this court, we conducted certain audit procedures, as we deemed appropriate.

Management of this court is an important part of the court's accountability, since you are responsible for establishing and maintaining internal controls and complying with applicable laws and regulations. During our review, we noted no matters requiring written communication with court management.

During the audit period, the Supreme Court of Virginia had no formal guidance regarding approval of Clerk's leave submitted to the electronic leave reporting system. The Supreme Court of Virginia has since issued interim guidance regarding the implementation of internal controls over this process, and this court promptly implemented those controls.

We acknowledge the cooperation extended to us by the Court during this engagement.

AUDITOR OF PUBLIC ACCOUNTS

WJK:rsj

cc: The Honorable A. Ellen White, Judge  
The Honorable Kenneth W. Farrar, Judge  
The Honorable Michael T. Garrett, Judge  
Dawn C. Williams, Clerk  
Paul F. DeLosh, Director of Judicial Services  
Supreme Court of Virginia