ROBINSON, FARMER, COX ASSOCIATES, PLLC

Certified Public Accountants

CPAs | CONSULTANTS

Date: October 5, 2020

Memorandum To: Meherrin River Regional Jail Authority

From: Robinson, Farmer, Cox Associates

Regarding: Audit for year ended June 30, 2020

In planning and performing our audit of the financial statements of Meherrin River Regional Jail Authority for the year ended June 30, 2020, we considered the Authority's internal control structure to plan our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

However, during our audit, we noted certain matters involving the internal control structure and other operational matters that are presented for your consideration. This letter does not affect our report dated October 5, 2020, on the financial statements of Meherrin River Regional Jail Authority. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control structure or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

<u>Payroll Reporting (Form 941s)</u>

Gross wages were reported in box 2 of the quarterly form 941 filed for September 2019. This should have been federal wages instead, a difference of $107,474.87. Upon bringing this to staff's attention during audit fieldwork, a corrected form 941 was filed. We recommend the quarterly reports be reviewed against prior reports for reasonableness prior to being finalized and filed.