



Martha S. Mavredes, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

April 20, 2017

The Honorable Croxton Gordon
Chief Judge
County of Northampton Juvenile and Domestic Relations District Court
5229 The Hornes
Eastville, VA 23347

Audit Period: July 1, 2015 through June 30, 2016
Court System: County of Northampton
Judicial District: 2A

We are performing a statewide audit of the Juvenile and Domestic Relations District 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 certain matters that required management's attention and corrective action. These matters included:

Properly Assess Court-Appointed Attorney Fees

The Clerk and her staff did not properly assess court-appointed attorney fees. In four of ten cases tested, defendants were charged a total of \$480 for attorney fees not authorized by an approved attorney voucher. The Clerk should correct these specific cases. Further, the Clerk should work with her staff to ensure they understand the billing requirements related to court-appointed attorney fees and, if necessary, request additional training from the Office of the Executive Secretary of the Supreme Court of Virginia.

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

AUDITOR OF PUBLIC ACCOUNTS

MSM:alh

cc: Francine Williams, Clerk
Paul F. DeLosh, Director of Judicial Services
Supreme Court of Virginia