



Staci A. Henshaw, CPA  
Auditor of Public Accounts

# Commonwealth of Virginia

*Auditor of Public Accounts*

P.O. Box 1295  
Richmond, Virginia 23218

December 14, 2023

The Honorable J. Jack Kennedy  
Clerk of the Circuit Court  
County of Wise/City of Norton

J. H. Rivers, Board Chair  
County of Wise/City of Norton

Audit Period: October 01, 2022, through September 30, 2023  
Court System: County of Wise/City of Norton

We have audited the cash receipts and disbursements of the Clerk of the Circuit Court for this locality for the period noted above. Our primary objectives were to test the accuracy of financial transactions recorded on the Court's financial management system; evaluate the Court's internal controls; and test its compliance with significant state laws, regulations, and policies.

## Management's Responsibility

Court management has responsibility for establishing and maintaining internal controls and complying with applicable laws and regulations. Internal control is a process designed to provide reasonable, but not absolute, assurance regarding the reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations. Deficiencies in internal controls could lead to noncompliance with laws and regulations, the loss of assets or revenues, or otherwise compromise the Clerk's fiscal accountability.

We noted no matters involving internal control and its operation necessary to bring to management's attention.

J. Jack Kennedy, Clerk of the Circuit Court  
J. H. Rivers, Board Chair  
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We acknowledge the cooperation extended to us by the Clerk and the Clerk's staff during this engagement.

Staci Henshaw

LJH

cc: The Honorable Tammy McElyea, Chief Judge  
Michael Hatfield, County Administrator  
Paul F. DeLosh, Director of Judicial Services  
Supreme Court of Virginia