



# County of Los Angeles DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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March 26, 2024

To: Supervisor Lindsey P. Horvath, Chair  
Supervisor Hilda L. Solis  
Supervisor Holly J. Mitchell  
Supervisor Janice Hahn  
Supervisor Kathryn Barger

From: *Cynthia Miller* for  
Brandon T. Nichols  
Director

## WAYFINDER FAMILY SERVICES FISCAL COMPLIANCE ASSESSMENT

### REVIEW OF REPORT

The Department of Children and Family Services (DCFS) Contracts Administration Division (CAD) conducted a virtual Fiscal Compliance Assessment of Wayfinder Family Services (the Contractor) during September thru December 2023. This Contractor provides Adoption Promotion and Support Services (APSS), Foster Family Agency (FFA), Intensive Services Foster Care (ISFC), and Temporary Shelter Care Facility (TSCF) services. The Contractor is headquartered in the Second Supervisorial District.

### Key Outcomes

NUMBER OF PRIORITY FINDINGS
PRIORITY 1 1
PRIORITY 2 0
PRIORITY 3 0

*"To Enrich Lives Through Effective and Caring Service"*

Each Supervisor  
March 25, 2024  
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CAD conducted a virtual Fiscal Compliance Assessment review of the Contractor's financial records, which consisted of the following: financial statements; bank statements; check register(s); and personnel files. The review focused on five key areas of internal controls to determine their compliance with APSS, FFA, ISFC and TSCF contracts: Financial Overview (financial records and bank statements); Loans, Advances and Investments; Board of Directors and Business Influence; Cash/Expenditures; and Payroll and Personnel.

CAD identified a potential internal control weakness in the following area:

**Priority 1**

- Cash/Expenditures (1 finding)

Weekly personal allowance payments to placed children were not accurate. In addition, weekly clothing allowance logs were not maintained.

On January 3, 2024, DCFS CAD Financial Specialist IV held an exit conference with the Contractor's Vice President Finance and Accounting and Associate Vice President of Contracts & Revenue Management. The Contractor's representatives agreed with the review findings and recommendations, and were receptive to implementing systemic changes to improve compliance with regulatory standards. The Contractor agreed to address the noted potential internal control weakness in a Fiscal Corrective Action Plan (FCAP).

The Contractor provided the attached approved FCAP addressing the recommendations noted in this report.

If you have any questions, your staff may contact me or Aldo Marin, Board Relations Manager, at (213) 371-6052.

BTN:JF:CMM  
LTI:MS

Attachments

c: Fesia Davenport, Chief Executive Officer  
Oscar Valdez, Auditor-Controller  
Guillermo Viera Rosa, Chief Probation Officer  
Public Information Office  
Audit Committee  
Jay Allen, President and Chief Executive Officer, Wayfinder Family Services  
Sugey Dominguez, Vice President Finance and Accounting  
Noemi Vasquez, Vice President of Contracts and Revenue Management



**Changing the future, together.**

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1/23/2024

Molly Sun  
Fiscal Compliance Administrator  
County of Los Angeles - Department of Children and Family Services  
510 S. Vermont Avenue 14th Floor  
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RE: FFA Fiscal Audit

This Fiscal Corrective Action Plan (FCAP) is being submitted at the request of DCFS Fiscal Contract Compliance, to address the recommendations based on the recent monitoring review on 01/3/2024. We are responding to provide the requested corrections for your review.

**Deficiency Identified/Recommendations:**

- Weekly personal allowance payments to placed children were not accurate. In addition, weekly clothing allowance logs were not maintained.

**How will the CAP be implemented?**

The Social Worker Supervisor has informed and provided the updated monthly report to the Wayfinder Family Services Foster Care Social Workers (FCSW) to reflect weekly cash allowance rates per age bracket. Resource parents are to complete a cash allowance log (LIC405 Form) and WF FCSW will review and ensure appropriate amount was provided to minor during monthly visits.

As it relates to clothing allowance, monthly log was implemented and audited by the WFS FCSW. Resource parents are expected to spend the monthly clothing allowance as indicated in the Client's Monthly Report. Resource Parents will inform WFS FCSW of funds that will be rolled over to the following month.

Upon receiving results of FCAP findings on January 3, 2024, our Foster Care Program department implemented the changes immediately. As a result, we hope our corrective action plan will ensure accurate clothing and cash allowances are distributed to clients.



All Wayfinder Family Services Foster Care Social Workers will ensure allowance log clearly document and track expenditures on a weekly basis. In addition, all documentation will also be reviewed by department Supervisor, the Social Worker Supervisor, at the end of the month for approval.

It is in the agencies best practice to make sure that we follow our contract obligations with LAC DCFS and Title 22 requirements. We will continue to monitor and ensure that we maintain contract compliance.

Sincerely

*Noemi G. Vasquez*

Noemi Vasquez

Associate Vice President of Contracts & Revenue Management

Cc:

Sugey Dominguez

Vice President Finance and Accounting