

# Jitasa Bookkeeping & Accounting Overview For Scouting America™

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With company headquarters in Boise, Idaho, Jitasa is a private company founded in 2007, dedicated to providing financial services exclusively to the nonprofit sector. Jitasa has over 2,000 nonprofit clients nationwide, including **over 130 Scouting America Councils**, specializing in **bookkeeping, accounting, financial reporting, and audit support**. Jitasa’s US staffing model, with support from our four Global Support Centers, provides 24x5 availability, Monday through Friday.

## Approach

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Jitasa is uniquely poised to meet the needs of our Scouting America clients in the following ways:

- **PeopleSoft, Sellwise, Blackbaud CRM** – Jitasa knows and **works with all Scouting America accounting and finance systems**.
- We exclusively support nonprofits, so we know and understand nonprofit accounting.
- Our Team-based solution drives efficiency, often resulting in **significant cost savings** for the Council.
- The cross-trained Team ensures **continuity of service, minimum impact of employee turnover**, and **consistent access to the expertise** you need.
- You **also have access to our CPAs and finance professionals** who support our Accounting Teams, providing **enhanced control** through better segregation of duties.
- Through our team approach, we keep your books clean, accurate, and organized, ensuring the Council has **the internal controls necessary to be audit-ready**.
- **Consistent communication** with the Jitasa Team Leader as a primary contact ensures ready access to answers and information.

## Accounting Deliverables

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Our contracts are flexible, allowing you to create a structure that matches the unique needs of your Council, including:

- Monthly & Weekly Calls
- Coordinate Payroll in conjunction with the Scouting America national payroll service provider.
- Process Accounts and Pledges Receivable data from Blackbaud CRM in PeopleSoft
- Accounts Payable and Vendor Payments Processing via Bill.com
- Reconcile Trading Post and SellWise entries
- Bank Reconciliations
- Month End Close
- Balance Sheet and Operating Statement Review
- Audit Preparation & Support

## Staffing

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Jitasa operates in a team environment. Our Scouting America teams are staffed with a mix of skills and are assigned to specific Councils. Team sizes range from 3-10 staff. As of May 2026, Jitasa currently has over 600 full-time staff consisting of:

- **Accounting Services Delivery Teams** – Accountants directly supporting client councils
  - CPAs
  - Senior Accountants; Accounting Associates/Degreed Accountants
  - Bookkeepers
  - Accounting Specialists – Scouting America Accounting Specialists available for onsite management of the transition process or other client-specific needs
- **Global Delivery Team** – Bookkeeping & data entry staff supporting our client delivery teams
- **Management** – CEO (Jeff Russell), COO (Jon Osterburg), CFO (Don Needs), Vice President of Client Services (Brock Burgess), Senior Director Scouting America Accounting Services (Ashley Marshall), Vice President of Sales (Steve Doud), Vice President of Accounting Services (Mary Soper, CPA), Director of Global Delivery Support (James Strombeck)

## Training

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- Jitasa’s Scouting America teams receive regular training through the Scouting America National Council training programs covering proficiency in the **Scouting America PeopleSoft system**, standard procedures, reporting, monthly closing, audit support, among all other PeopleSoft basics.
- Additionally, all Jitasa Scouting America accounting associates have participated in Fiscal Management 1 training and are familiar and experienced with all Scouting America standard finance and accounting procedures.
- Overall Jitasa spends approximately **100 hours/year** training our staff through a variety of means including conferences, CPE credits, and internal seminars. Jitasa also partners with SkillSoft, a nationally leading provider of workforce training materials, to create Jitasa University.

## Accreditation

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Jitasa has undergone an independent SSAE 18 SOC-1 review and is in compliance with all service operation and IT control standards as established by the American Institute of CPAs (AICPA).

A copy of the report for the most recent review completed in October 2024 is available upon request.

## Security and Document Retention/Storage

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- **Security:** In 2012, having exceeded the Scouting America National Finance Department’s standards for the security of client financial information, Jitasa became *the first Scouting America vendor to be granted full access through the Scouting America Firewall.*
- **Document Retention and Storage:** Jitasa follows the Scouting America National Council’s standards for local council document retention and storage.