



## Office for People With Developmental Disabilities

ANDREW M. CUOMO  
Governor

THEODORE KASTNER, MD, MS  
Acting Commissioner

### VIA USPS CERTIFIED REGULAR MAIL & EMAIL

April 22, 2019

Daniella Volcoy, Associate Executive Director  
Evelyn Douglin Center for Serving People In Need, Inc.  
241 37<sup>th</sup> Street  
Suite 604  
Brooklyn, NY 11232

Jill Gentile, Board Chair  
Evelyn Douglin Center for Serving People in Need, Inc.  
241 37th Street  
Suite 604  
Brooklyn, NY 11232

Dear Ms. Volcoy and Ms. Gentile:

The purpose of this letter is to notify you that Evelyn Douglin Center for Serving People In Need, Inc. was placed on Early Alert effective March 15, 2019, due to a number of significant concerns.

In order to ensure that individuals with developmental disabilities in New York State receive appropriate services and protections, the Office for People With Developmental Disabilities (OPWDD) has established an internal Early Alert Committee. The purpose of the Early Alert process is to monitor the performance of a provider that has been unable to sustain compliance with applicable laws and regulations and/or that has significant fiscal issues that may affect the health and safety of individuals receiving services.

OPWDD has placed your agency on Early Alert due to the following concerns:

- The agency has received a going concern declaration for its certified financial statements ending on June 30, 2018:
  - The agency's net assets have changed from a positive \$3.7M in fiscal year ending June 30, 2017 to a negative (\$3.8M) in fiscal year ending June 30, 2018 — a decrease of \$7.5M to the Agency's net assets.
  - The certified financial statements for fiscal year ending June 30, 2018 have material negative adjustments to accounts receivable, prepaid expense and other assets.
  - The agency's outstanding line of credit principal is \$2.0M of the \$2.5M authorized.

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Executive Office

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- The Office of Audit Services has determined through the course of its review at the agency that there have been serious concerns related to:
  - Agency internal controls,
  - Board governance and
  - Agency retention of service documentation.

While on Early Alert, OPWDD will monitor your agency's progress and will determine whether your agency has the ability to remedy the deficient practices and sustain compliance. While your agency is on Early Alert, however, OPWDD will not consider any requests for expansion of services and may suspend any expansion that is in process.

Representatives from OPWDD will meet with your agency at 25 Beaver Street, New York, NY, on April 26<sup>th</sup> at 3pm to discuss the Early Alert process further and OPWDD's expectations. If you have any questions, please contact Robert Borchers, Deputy Director of Audit Services, at (518) 402-4368.

Sincerely,



Leslie M. Fuld  
Deputy Commissioner  
Division of Quality Improvement



Richard Cicero  
Director of Audit Services

cc: Board of Directors  
Theodore Kastner, Acting Commissioner  
Roger Bearden, Acting Executive Deputy Commissioner  
Tammy Devine, Deputy Director, Division of Quality Improvement  
Brian O'Donnell, Statewide Director, DQI, Bureau of Program Certification  
Karisa Capone, Director, Incident Management Unit  
Robert Borchers, Deputy Director, Audit Services  
Abiba Kindo, Deputy Commissioner, Service Delivery - Regional Offices  
Jacquelyn Leigh Best, Regional Offices – Statewide Operations Director  
Willow Baer, Acting General Counsel  
Joanne Howard, Director, Fiscal Reporting and Data Analysis  
Martha Dalton, Associate Commissioner, Division of Enterprise Solutions  
Earl Jefferson, Director, Central Operations  
MaryGrace Giuliano, Director, Region 4  
Josh Olsen, Senior Attorney, Counsel's Office