

MARCUS J. MOLINARO  
COUNTY EXECUTIVE



KENNETH M. GLATT, PH.D.  
COMMISSIONER

**COUNTY OF DUTCHESS**  
DEPARTMENT OF MENTAL HYGIENE

**Memorandum**

TO: James L. Coughlan  
Comptroller

FROM: Kenneth M. Glatt, Ph.D., ABPP  
Commissioner 

DATE: November 20, 2014

RE: Limited Scope Review – Handling of Selected 2014 Invoices

I thank you for you and your staffs time and efforts in completing the review of selected invoices for the Department of Mental Hygiene.

Your review has affirmed our commitment to ensure proper procedures are in place for the processing of payments for the obligations of the Department and the attention to detail necessary to do so.

KMG/san

cc: Gerald A. Brisley, II, MBA  
Division Chief, Administrative Operations