Dutchess

Dutchess County Youth Bureau

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August 18, 2006

Diane Jablonski
Comptroller
Office of the Comptroller
22 Market Street
Poughkeepsie, NY 12601

Dear Ms. Jablonski:

On behalf of the Youth Bureau staff, we thank Carol Doyle and your staff for their hard work in completing the audit of our 2005 fiscal year. A satisfactory audit is one of our department's goals and helps us monitor our internal procedures and processes.

I am pleased that the quality work done by my staff is reflected in this audit. NYS Office of Children & Family Services has also recognized our monitoring and fiscal procedures for their grant administration as"best practices."

The recommendations concerning inventory lists have already been addressed by the new Youth Bureau's secretary. As Executive Director, I will review and initial the bank reconciliations monthly and will assign another staff member to open and reconcile the bank account statements at least three times a year.

Due to our limited space issues, lack of locked storage and/or offices continues to be a challenge for us. We will try to address these on-going issues before our next audit.

Thank you again for your efforts on behalf of the youth of our county.

Sincerely,

William Sanchez

William Sanchez
Executive Director