



**Office of Children
and Family Services**

KATHY HOCHUL
Governor

SHEILA J. POOLE
Commissioner

September 22, 2022

Ms. Frances Pierre, Commissioner
Suffolk County Department of Social Services
3085 Veterans Memorial Highway
Ronkonkoma, NY 11779

Dear Commissioner Pierre:

Thank you for the opportunity to meet with your staff via conference call to discuss the challenges Suffolk County is experiencing as a result of a cyber intrusion that resulted in shutting down the County network. It is our understanding that recovery of the network to the fullest extent will take some time, and this impacts the district's ability to process applications and payments for child care assistance.

OCFS is committed to working with Suffolk County to evaluate the need for waivers and approves the following waivers until December 1, 2022.

- Waiver: 18 NYCRR 415.4(a)(2) and (3) Time period for determination of eligibility. At a minimum the district will manually make eligibility determinations as timely as possible not to exceed 60 days.
- Waiver: 18 NYCRR 415.4(a)(3) Required documentation for determination of eligibility. At a minimum the district must verify the child's age, citizenship status, financial eligibility, and programmatic eligibility when making determinations.
- Waiver: 18 NYCRR 415.4(a)(4) Written notice of eligibility determinations. At a minimum the district will verbally notify the provider and the parent via phone communication until such time as the notice can be provided in writing.

Thank you for your commitment to the children and families of Suffolk County. I look forward to working with you as you continue to emerge from this unfortunate crisis.

Sincerely,

A handwritten signature in black ink that reads "Nora Yates".

Nora Yates
Deputy Commissioner
Division of Child Care Services

cc: Vincent Rothaar, Assistant Division Administrator, Suffolk County DSS