



SARATOGA HOSPITAL FOUNDATION

people you trust. care you deserve.

tel: 518.583.8340
fax: 518.583.8662

211 Church Street
Saratoga Springs, NY
12866-1090

March 1, 2016

Comm. Michele Madigan
Commissioner of Finance
City of Saratoga Springs
City Hall
Saratoga Springs, NY 12866

Commissioner Madigan:

I am writing in response to your January 30, 2016 request of Angelo Calbone, President and CEO of Saratoga Hospital, for information related to communications between the Saratoga Hospital (and the Saratoga Hospital Foundation) and Mayor Yepsen. In this regard, please note that all communications with the Mayor on this subject were exclusively from the undersigned in my capacity as Executive Director of the Saratoga Hospital Foundation.

The following is a timeline summary of interactions that took place in response to a verbal inquiry I received from the Mayor in late September-early October 2015 regarding any professional opportunities potentially available through the Saratoga Hospital Foundation that might be appropriate for her or her consulting firm. As requested, enclosed with this letter are copies of all written communications (and one calendar entry) that were exchanged between the Mayor and me.

Tuesday, October 6, 2015: I accepted an email invitation (email #1) from the Mayor to meet on Wednesday, October 14 to discuss her interest in any opportunities through the Foundation that might be appropriate for her in a fundraising capacity.

Wednesday, October 14, 2015: At the lunch meeting, we discussed the grant writing needs of the Foundation and the possibility of the Mayor providing as-needed services in this area. I described the approval process for work of this nature including, among other things, a review by the undersigned of writing samples by the Mayor for successful grant applications. I noted that all financial decisions for grant writing services required the approval of Mr. Calbone.

Tuesday, October 20, 2015: I received a follow up email from the Mayor (email #2) thanking me for meeting with her and attaching her resume and a client list, but no grant writing samples (note: the resume and client list do not appear to be germane to this inquiry so I have not attached them to this response).

Monday, December 7, 2015: I received a duplicate client list from the Mayor (email #3) and acknowledgement that writing samples would be forthcoming. I responded in the affirmative on December 8 (email #4).

Thursday, January 14, 2016: I received an email (email #5) from the Mayor (1:59 p.m.) asking if there was anything else I needed from her and thanking me for this opportunity. I responded in an email at 2:38 p.m. (email #6) with a reminder that we were still waiting to receive the writing samples as

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discussed six weeks prior, and again reiterating that we could not establish any next steps without completing an assessment of her sample work.

Thursday, January 14, 2016 (continued): After responding to Mayor Yepsen, the Hospital made an internal decision not to pursue a working relationship with the Mayor while she remained in office. I communicated this decision to the Mayor that afternoon in an email at 3:56 p.m. (email #7). My email concluded that once the Mayor was out of office we could revisit the conversation.

Thursday, January 14, 2016 (continued): In an email to me from Mayor Yepsen at 6:59 p.m. (email #8) she advised me that she would be sending the writing samples that night. Note: I did not receive those writing samples.

Friday, January 15, 2016: Mayor Yepsen responded via email at 7:16 a.m. (email #9) to my second email from January 14 (email #7) that she was still very interested in pursuing any potential opportunities and was in a position to move forward. I responded in an email at 12:58 p.m. (email #10) by indicating that while we could revisit this discussion in the future we were not in a position to put the Hospital in a position that could be even minimally misconstrued by the public.

I have had no further communication with Mayor Yepsen related to this subject.

I hope this is helpful in clarifying for you and your colleagues the nature and scope of our (the Saratoga Hospital and the Saratoga Hospital Foundation) communications with the Mayor in response to her initial outreach to us. I would characterize our communications as introductory and exploratory only; there were never any negotiations of any kind. Inasmuch as the Mayor never provided us with the twice requested writing samples, we were never in a position to fully evaluate or assess any possible role for her at the Foundation.

I trust the foregoing has been helpful to you in connection with your inquiry of January 30, 2016.

Cordially,

Amy V. Raimo
Executive Director, Saratoga Hospital Foundation
Vice President, Community Engagement

cc: Honorable Joanne Yepsen, Mayor
Commissioner Anthony Scirocco
Commissioner Christian Mathiesen
Commissioner John Franck
City Attorney Vincent DeLeonardis
Angelo Calbone
Matthew J. Jones, Esq.

Enclosures

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Raimo, Amy

From: Raimo, Amy
Sent: Tuesday, October 06, 2015 2:04 PM
To: 'joanne.yepsen@saratoga-springs.org'
Subject: Accepted: Lunch with Amy

Email # 1

p. 1 of 2

Raimo, Amy

Subject: Lunch with Amy
Location: Jacob and Anthony

Start: Wed 10/14/2015 12:00 PM
End: Wed 10/14/2015 1:00 PM

Recurrence: (none)

Meeting Status: Accepted

Organizer: joanne.yepsen@saratoga-springs.org

Email #1
p. 2 of 2

The following meeting has been modified:

Subject: Lunch with Amy
Organizer: joanne.yepsen@saratoga-springs.org
Sent By: "Gayle LaSalle" <gayle.lasalle@saratoga-springs.org>

Location: Jacob and Anthony [MODIFIED]
Time: Wednesday, October 14, 2015, 12:00:00 PM - 1:00:00 PM GMT -05:00 US/Canada Eastern

Invitees: ARaimo@SARATOGACARE.ORG

~~*~*~*~*~*~*~*~*

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October 14, 2015

Wednesday

October 2015						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2015						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

14 Wednesday		Daily Task List
		Arrange By: Due Date
7 am		Calendar Entry
8 00		
9 00		
10 00		
11 00		
12 pm	Lunch with Amy Jacob and Anthony joanne.yepsen@saratoga-springs.org	
1 00		
2 00		
3 00		
4 00		Notes
5 00		
6 00		

Raimo, Amy

From: Joanne Yepsen <jdittesyep01@aol.com>
Sent: Tuesday, October 20, 2015 12:42 PM
To: Raimo, Amy
Subject: Yepsen CV
Attachments: Yepsen CV 2015.doc; Client List.doc

Amy, thanks so much for having lunch with me to discuss ways I may provide help to the Saratoga Hospital to meet the fundraising goals in the coming years. I am attaching my resume, information on my business partner Ruth Fein, with a list of our clients.

I was thinking after we met that this won't be there first time Saratoga Care has hired me. You'll see that I worked as a consultant with Terry under Angelo's leadership conducting Board Training Sessions. Thanks for your consideration.

Joanne

Joanne Yepsen
Critical Needs Now
jdittesyep01@aol.com

Email # 2

Vice President, Community Engagement
Executive Director, Foundation
Saratoga Hospital
211 Church Street
Saratoga Springs, NY 12866
tel: 518-583-8789
fax: 518-583-8662
araimo@saratogahospital.org

<image001.png>

From: Joanne Yepsen [<mailto:jdittesyep01@aol.com>]
Sent: Monday, December 07, 2015 11:13 PM
To: Raimo, Amy
Subject: client list

Amy, please find a client list attached to give you a sampling of my successful clients and projects. I will also forward you a sample of grant applications. Thank you.
Joanne

Joanne Yepsen
jdittesyep01@aol.com

Email # 3

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Raimo, Amy

From: Joanne Yepsen <jdittesyep01@aol.com>
Sent: Thursday, January 14, 2016 6:59 PM
To: Raimo, Amy
Subject: Re: client list

Email # 3

Will be sending tonight. Thank you!

Sent from my iPhone

On Jan 14, 2016, at 2:38 PM, Raimo, Amy <ARaimo@SARATOGACARE.ORG> wrote:

We are waiting to get some writing samples per our emails below (grant applications that you have written, preferably ones that were also funded, remember we discussed this?) before we can make any decisions. As I mentioned when we talked, grant writing is different from other forms of development work, and is an area of high level expertise for me, so I want to have the opportunity to review samples. I plan to be working on some rather significant proposals, so this is really important to our work this year, I'm know you understand!

Thanks so much Joanne!

Amy

Email # 6

Amy V. Raimo
Vice President, Community Engagement
Executive Director, Foundation
Saratoga Hospital
211 Church Street
Saratoga Springs, NY 12866
tel: 518-583-8789
fax: 518-583-8662
araimo@saratogahospital.org
<image003.jpg>

From: Joanne Yepsen [<mailto:jdittesyep01@aol.com>]
Sent: Thursday, January 14, 2016 1:59 PM
To: Raimo, Amy
Subject: Re: client list

Email # 5

Anything else you need from me? Thanks for this opportunity Amy.
Joanne

Sent from my iPhone

On Dec 8, 2015, at 8:34 AM, Raimo, Amy <ARaimo@SARATOGACARE.ORG> wrote:

Super, thanks so much, Joanne!

Amy V. Raimo

Email # 4

Raimo, Amy

From: Joanne Yepsen <jdittesyep01@aol.com>
Sent: Friday, January 15, 2016 7:16 AM
To: Raimo, Amy
Subject: Re: client list

Email #9

Good morning Amy. I would never do that. I have gone through the proper channels on my end to ensure the highest integrity and transparency. We've already had discussions about the possible working arrangement so I will have to disclose that. Another words we are already passed the conflict of interest stage on my end to make it possible to pursue our discussions we've started regarding grant work for the hospital. My legal team is advising me just how to handle it. I'm eager to get started if you and Angelo continue to believe my professional services will be of benefit to the Foundation and therefore hospital. My record is very good of meeting or exceeding fundraising goals set to meet the needs of my clients.

Thank you.
Joanne

Sent from my iPhone

On Jan 14, 2016, at 3:56 PM, Raimo, Amy <ARaimo@SARATOGACARE.ORG> wrote:

Joanne, in an effort to be completely transparent and not put you in an awkward or inappropriate position, Angelo and I just had a discussion and decided that we should not pursue a working relationship at this time. We both deeply value our relationship with you, and would never want to put you in a position that could imply or suggest a conflict of interest in any way.

I know we were looking forward to possibly doing some really neat work, but it's not worth putting our collective integrity in question. I hope you understand, we just think too much of you, and our friendship is really important to me (and of course to Thomas!).

Once you are out of office, let's re-visit the conversation.

Thanks so much. Amy

Email #7

Amy V. Raimo
Vice President, Community Engagement
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tel: 518-583-8789
fax: 518-583-8662
araimo@saratogahospital.org
<image003.jpg>

From: Joanne Yepsen [<mailto:jdittesyep01@aol.com>]
Sent: Thursday, January 14, 2016 1:59 PM
To: Raimo, Amy
Subject: Re: client list

Raimo, Amy

From: Raimo, Amy
Sent: Friday, January 15, 2016 12:58 PM
To: 'Joanne Yepsen'
Cc: Calbone, Angelo
Subject: RE: client list

Email # 10

Joanne, thanks so much for your reassurance – it sounds like you are doing everything you need to on your end to ensure transparency. I also want to reiterate, on behalf of both Angelo and me, how terrific we think you are!

After continued conversation on our end, we believe that we need to be just as committed to protecting our own position in the community, which we are certain you will understand and support. After our patients, nothing is more important to us than our reputation, and we aren't willing to potentially put ourselves a position that could be even minimally misconstrued by the public.

To that end, let's agree to re-visit this in the future. In the meantime, Angelo would be happy to talk with you if needed. His number is 583-8492; assistant is Cindy.

Thanks again for your understanding, and your enthusiasm!

Amy

Amy V. Raimo
Vice President, Community Engagement
Executive Director, Foundation
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tel: 518-583-8789
fax: 518-583-8662
araimo@saratogahospital.org



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From: Joanne Yepsen [mailto:jdittesyep01@aol.com]
Sent: Friday, January 15, 2016 7:16 AM
To: Raimo, Amy
Subject: Re: client list

Good morning Amy. I would never do that. I have gone through the proper channels on my end to ensure the highest integrity and transparency. We've already had discussions about the possible working arrangement so I will have to disclose that. Another words we are already passed the conflict of interest stage on my end to make it possible to pursue our discussions we've started regarding grant work for the hospital. My legal team is advising me just how to handle it. I'm eager to get started if you and Angelo continue to believe my professional services will be of benefit to the Foundation and therefore hospital. My record is very good of meeting or exceeding fundraising goals set to meet the needs of my clients.

Thank you.