



Reaching Out thru International Adoption, Inc.

Tab 16

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SUMMARY/TIMELINE

I have put together a summary/time line of the information you requested in our meeting. Please note the following information:

Association with Families thru International Adoption (FTIA).

- Jeannene Smith became employed as the NJ Branch Representative of FTIA in July 1996. In this capacity, I held local information meetings, worked to create an awareness of the FTIA programs, and provided general assistance to adoptive families in getting started and provided assistance with questions on completing their required paperwork for the foreign country serving as a client liaison and general source of support. (Non-related to this particular case, I also later became involved with researching foreign requirements and traveling to Guatemala and Vietnam to help FTIA in establishing a program in these two countries.)
- All applications received in the NJ office were forwarded to the FTIA Indiana office upon receipt along with any accompanying fees.
- All client documents were submitted to FTIA Indiana upon receipt (i.e. dossier, home study, etc.) along with any accompanying fees.
- At no time was there an FTIA bank account retained for the NJ office. All FTIA fees collected were submitted to the FTIA Indiana office upon receipt.
- The NJ office did not have a Social Worker or Social Work Supervisor on staff. The FTIA Indiana office completed all social work supervision and review of home studies.

Families thru International Adoption, Inc. establishes Russia Program

- FTIA Russia program developed Feb/Mar 1997 with Serguei Dymtchenko (aka the TJS Company). Keith Wallace, Executive Director of FTIA Indiana flew to Newark, NJ to meet with Serguei Dymtchenko to establish Russia program with Serguei serving as the Russian Foreign Coordinator. Serguei and his wife Tonya, own a home in Rostov-on-Don, Russia. Tonya Dymtchenko previously worked for the Ministry of Education in Rostov-on-Don, Russia.
- FTIA New Jersey office to begin working with the Russia program in the following manner
 - Client applications received in the NJ office for Russia Program to be submitted to FTIA Indiana upon receipt.
 - FTIA NJ office would provide assistance to clients in gathering documentation (i.e. how to fill out I-600a, what documents were required by the foreign country, how to have documents notarized, certified/apostilled, authenticated, etc.
 - When dossier (foreign required documents) and home study were completed, NJ office would submit completed dossier to FTIA Indiana along with accompanying fees.
 - FTIA Indiana would process dossiers, review and approve home study and send/register dossier in foreign country
 - When adoptive family received a referral, FTIA-NJ would send the Travel Guide to help families prepare for traveling, and would receive Referral Acceptance Fee which was then documented in the file and forwarded to FTIA Indiana for processing/deposit.
 - After referral acceptance, FTIA-NJ would continue to assist client with travel preparation.



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- Adoptions were completed in Russia and registered to: Families thru International Adoption, Inc., 971A South Kenmore Drive, Evansville, IN 47714 (I believe address may have since changed)
- FTIA Indiana would handle all Post Adoption and Post Placement Supervisory follow up.

Matthew Mancuso contacts and applies to FTIA

- File notes indicate that Mr. Mancuso telephoned the FTIA-NJ office on 8/4/97 to request an information package. A notation was made that he learned of FTIA via the Internet.
- 9/3/97: Application received in the FTIA-NJ office. Received ck# 1289 in the amount of \$400 made payable to FTIA. Submitted application and check to FTIA Indiana on 9/3/97.
- 12/19/97: Dossier received in FTIA-NJ office. Received ck# 1321 in the amount of \$2,050. payable to FTIA. Submitted dossier and check to FTIA Indiana 12/23/97.
- FTIA Indiana submitted and registered adoption dossier in Russia and sent NJ office copy of Dossier submission form.
- May 1, 1998 Mr. Mancuso received referral.
- May 14, 1998: Notation made in file that Mr. Mancuso paid \$1800 by ck# 1370. There is no copy of the check (only a note in file) to indicate who the check was made payable to.
- May 18, 1998: Ck# 1374 in the amount of \$1950 (listed on check as 10-day in-country lodging) and Ck#1375 in the amount of \$4500 (listed on check as "country fee") were received by Reaching Out in error and remain in the file UNCASHED. Client directed Reaching Out to tear off signature of check and he would re-issue to correct parties.

Dissolution of FTIA-NJ Office

- In December 1997, NJ State licensing conducted an investigation of FTIA. Anna Montes (NJ State Licensing Adoption Agency Coordinator) prepared report indicating that she had interviewed Keith Wallace, Director of FTIA Indiana by telephone on several occasions and Mr. Wallace was sent an application to apply for licensing as he indicated he wanted to comply with NJ regulations.
- On January 20, 1998 Mr. Wallace informed NJ Licensing Bureau that he decided not to apply for a license in New Jersey. On January 29, 1998, a letter from Mr. Wallace notified Jeannene Smith that the New Jersey office had been closed and that all clients had been notified that FTIA Indiana would handle all future correspondence throughout the remainder of their adoption process.

Creation of Reaching Out thru International Adoption, Inc. (ROTIA)

- ROTIA became incorporated on February 11, 1998 as a non-profit corporation
- ROTIA submitted application for licensing to NJ State Licensing Bureau Feb. 28, 1998
- ROTIA received verbal notification in May 1998 from NJ State Licensing that all obligations had been met and a Certificate of Approval would be issued.
- ROTIA received their Certificate of Approval as a licensed child placement agency in New Jersey in June 1998 and began formal processing of adoptions.

Mr. Mancuso contacts Reaching Out

- In May 1998, Mr. Mancuso contacted Reaching Out thru International Adoption, Inc. with grievances against FTIA's responsiveness and follow up since his case had been transferred

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to the Indiana office. Although he had received a referral of a child, he was reluctant to proceed because of the lack of response he was receiving. He claimed nobody returned his calls and the service was poor. Mr. Mancuso asked if Reaching Out could assist him in making his final travel arrangements and provide guidance and assistance.

- Due to the former relationship established with the client, Reaching Out agreed to assist with final arrangements wherever possible. Serguei Dymtchenko, the FTIA Russian coordinator, agreed to allow Reaching Out to assist client with final travel arrangements. Serguei Dymtchenko sent instructions and travel itinerary directly to Mr. Mancuso and copied Jeannene Smith. Jeannene Smith sent client a Russia Travel Guide and discussed travel preparation plans with prospective client. Client submitted check to Reaching Out for final fees by mistake. Reaching Out advised client to re-issue check directly to the TJS Company (as was indicated on the original invoice) and Reaching Out still retains the original check (uncashed) in the copy file with the signature torn off as per clients instructions. Mr. Mancuso issued a new check directly to the TJS Company.
- When Mr. Mancuso left for Russia, Reaching Out sent to Mr. Mancuso a copy of the standard Welcome Home Package to provide information necessary for adoptive parents to know "after arrival". This guide covers issues such as the first pediatricians visit, how to obtain a social security number for the child, re-adoption, how to apply for citizenship and instructions for out-of-state clients to contact a local social service organization to arrange for post placement visitation with a schedule of post placement reports due to Russian authorities (with a copy of the post placement schedule for submission to a local service agency).

Post Adoption

- Although Reaching Out was not the placing agency on record, due to our involvement at the end of the case – and because of Mr. Mancuso's grievances against FTIA, Reaching Out did attempt to encourage and provide instruction on appropriate post placement scheduling to help insure that the client understood the importance of post placement reporting for all internationally adopted children from Russia.
- On September 20, 1998, Mr. Mancuso submitted a story and photos for submission in an adoption newsletter.
- A post placement report was received on March 23, 1999 from Social Services of Western Pennsylvania, 7515 Beaver Run Road, Delmont, PA 15626