Procedures for Teleconference Meeting of the Finance Advisory Committee

Due to the State's declaration of a public health emergency, out of an abundance of caution and in compliance with the State's physical distancing measures, the May Finance Advisory Committee meeting will be conducted via Zoom.

Lieutenant Governor Bysiewicz and Deputy Secretary Diamantis will be virtual and will use Zoom to broadcast this meeting. Staff will participate to conduct roll calls and vote tallies.

Please see the Zoom link below for members, staff and state agencies who have items on the agenda:

https://us02web.zoom.us/webinar/register/WN pkxmFHKHT4ChOvYV8KMIfQ

This meeting has been set up as a webinar function, which allows the Lieutenant Governor and the Deputy Secretary to be on video along with the other members of the Finance Advisory Committee.

Members and state agencies will need the Zoom link above to register and will then be provided with a special link. If a member would prefer to dial in, their phone number will need to be provided in advance of the meeting to Melanie.Richard@ct.gov.

Once participants are registered and on the Zoom meeting, staff will promote the members as panelists. Panelists will be granted video and sound capabilities and will need to unmute themselves to speak. Staff have the ability to mute members if their microphone is on and there is background noise.

Non-members and the public can attend the meeting as an attendee, which will not give them the option to be on camera.

All participants will be muted when items are being introduced by Lieutenant Governor Bysiewicz and Deputy Secretary Diamantis. Participants will be unmuted for discussion and roll call voting.

Here are recommendations for the best audio:

- Join via the Zoom link or dial in 5-10 minutes prior to the scheduled start of the meeting in order to test audio connection.
- Connect from a noiseless location.
- If using a cell phone, use it in a location that has adequate cellular service.
- Do not call from a moving vehicle.
- Do not put the call on hold.
- Mute your microphone or phone when not speaking.

Participants should utilize the Zoom link audio to ensure timely responses to roll call votes and to engage in questions and answers on each item.

To ensure an orderly virtual meeting, once members have reviewed the agenda, you are respectfully requested to notify OPM at least 24 hours in advance as to which agenda items you wish to speak or inquire about, and to provide the question in advance if possible in order to ensure that agency representatives are prepared to respond. This notification will enable the OPM Deputy Secretary to call upon members in an orderly fashion and will help to smooth the conduct of the meeting under these unique circumstances.

- Note that you will be muted, and you must select unmute to speak-

Conduct of the Meeting

- 1. All FAC members and agency representatives <u>must</u> join via the Zoom link or call in 5-10 minutes prior to the scheduled start of the meeting in order to test the audio connection and perform a preliminary quorum check.
 - a. FAC members and agency representatives should participate only by Zoom (link provided above).
 - b. All participants must remain on mute unless acknowledged for discussion or for roll call vote.
- 2. Roll call of voting members to confirm the presence of a quorum.
- 3. Lieutenant Governor calls the Finance Advisory Committee meeting to order.
- 4. Opening remarks by the Lieutenant Governor.
- 5. Explanation of the special procedures by Deputy Secretary Diamantis:
 - a. When the Lieutenant Governor asks for a motion for the minutes and for each agenda item, Deputy Comptroller Carlson will move the item, and Deputy Treasurer Hill will second the motion.
 - b. All votes on agenda items will be taken by roll call in the following order:

Roll	
call	
order	Members
1	Lt. Governor Bysiewicz
2	Dep. Comptroller Carlson
3	Dep. Treasurer Hill
4	Sen. Osten
5	Sen. Miner
6	Rep. Abercrombie (Alternate)
7	Rep. France
8	Rep. Currey
9	Rep. Dathan (Alternate)
10	Rep. Zawistowski (Alternate)

- c. When discussion is opened on an item, Deputy Secretary Diamantis will coordinate the questioning and responses. Note that members who have advised OPM in advance of items which they would like to have discussion on will be recognized by Deputy Secretary Diamantis first.
- d. Members must unmute their audio by pressing unmute, or staff will be able to unmute them, and identify themselves each time they wish to speak or ask questions and wait to be recognized to ensure orderly progress of the meeting. Note that pressing mute again will re-mute the speaker. If members do not mute their microphones or phones themselves, staff will mute them.
- e. Deputy Secretary Diamantis will answer questions or will call on the appropriate agency representative(s) who must unmute themselves and identify themselves by name, title, and agency each time they are called upon to speak.
- 6. Return to agenda for consideration and approval of minutes and agenda items by roll call vote.

FINANCE ADVISORY COMMITTEE

<u>AGENDA</u>

May 6, 2021

<u>Meeting – 1:00 P.M.</u>

- 1. Minutes of the April 1, 2021 meeting.
- 2. New transactions as follows:

2021-14	Department of Criminal Justice	\$400,000.00
2021-15	Department of Emergency Services and Public Protection	\$450,000.00
2021-16	Department of Developmental Services	\$650,000.00
2021-17	Department of Mental Health and Addiction Services	\$5,000,000.00
2021-18	Department of Education	\$1,529,737.00
2021-19	Teachers' Retirement Board	\$1,806,000.00
2021-20	Department of Children and Families	\$ 700,000.00

* USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND

B-107 REV 7/2018

0	ALLOTME Adjustme	()	PROPRIATIO ustment	N •	APPROPRIATION Adjustment, Req Advisory Commit	uiring Finance								
AG	ENCY NO.					AGENCY NAME				REQU	EST NUMBER				
	130000				Divisio	on of Criminal	Justice		2	2021-3					
FISCAL YEAR	FUND	AGENCY	SID	BUD REF	F	REDUCE *	INCRE	EASE *	ACC	OUNT TITLE/F	PROJECT NUMBER				
			UNALLOTTED ALLOTMENT												
2021	11000	DCJ30000	30000 10010 \$230,000.00 Personal Services												
2021	11000	DCJ30000	30000 12110 \$105,000.00 Expert Witness												
2021	11000	DCJ30000	\$30000 12117 \$65,000.00 Medicaid Fraud Cont												
2021	11000	DCJ30000	12069					\$100,000.00	Witne	ss Protection					
2021	11000	DCJ30000	12537					\$60,000.00	Cold C	ase Unit					
2021	11000	DCJ30000	12538					\$240,000.00	Shooti	ng Task Force					
				TOTALS		\$400,000.00		\$400,000.00							
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Division of Criminal Justice FAC Transfer Request (addendum to B-107)

I. General Fund

The SID Accounts expected to lapse appropriation levels and reasons for same are:

10010 (Personal Services)

Expected savings in Personal Services, SID 10010 - Retirements, transfers, turnover, delays in filling positions, especially prosecutor positions which require action by the Criminal Justice Commission. Also, delays due to back-filling vacant positions due to senior level vacant positions being filled with junior level employees and then backfilling those vacancies.

12117 (Medicaid Fraud Control Unit)

The unit is authorized for 13 FTE's, and all were filled at the beginning of the fiscal year. During the fiscal year, the unit had three vacancies, and two of the vacancies have been filled, and DCJ is actively recruiting to fill the third vacancy. Due to this turnover, monies are available to FAC.

12110 (Expert Witness)

Expert Witness Program utilization varies from year to year based on the types of trials during the year. Utilization of this program during FY21 has been less than expected.

The SID Accounts expected to exceed appropriation levels and reasons for same are:

12069 (Witness Protection)

Witness Protection utilization varies from year to year based on the number of arrests and types of cases during the year. Utilization of this program during FY21 has been higher than expected.

12537 (Cold Case Unit)

The unit has experienced some turnover in recent years, and at the end of Fiscal Year 2020 DCJ has filled these vacancies with more senior employees, with higher salaries, causing expenses to exceed appropriations in FY 2021.

12538 (Shooting Task Force Unit)

The unit has experienced some turnover in recent years, and at the end of Fiscal Year 2020 DCJ has filled these vacancies with more senior employees, with higher salaries, causing expenses to exceed appropriations in FY 2021.

* USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND

B-107 REV 7/2018

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2021 11000	DPS32000	32000 12235 2021 \$450,000.00 Workers' Compensa										
2021 11000	DPS32000	10020	2021				\$450,000.00	Other E	xpenses			
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REASON FOR ADJUS	TMENT		<u>"</u>			•						
are not included i available in the W	cessary to ens n the FY21 bu 'orker's Comp	sure that t dget as no ensation <i>i</i>	the agency logarity adjustment during the decount d	nas sufficients were m	ent funds to cov	er Other Expense eted FY 2021 budg	s. Materials and			ooper Trainee class ession. Funds are		
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* USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND

APPROPRIATION

Adjustment

B-107 REV 7/2018

ALLOTMENT

Adjustment

STATE OF CONNECTICUT BUDGET AND FINANCIAL MANAGEMENT DIVISION OFFICE OF POLICY AND MANAGEMENT

	Advisory Committee Action												
AG	ENCY NO.					AGENCY NAME				REQU	IEST NUMBER		
DD	S50000	1		Depa	rtment	of Developme	ental Service	es		2	1-1004		
FISCAL YEAR	FUND	AGENCY	SID	BUD REF	R	EDUCE *	INCRE	ACCO	OUNT TITLE/	PROJECT NUMBER			
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2020	11000	DDS50000	10010	2021		\$650,000.00			Persona	al Services			
2020		DDS50000											
2020	11000	DD330000	0000 10020 2021 \$650,000.00 Other Expenses										
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	OR ADJUST												
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APPROPRIATION

Adjustment, Requiring Finance

Finance Advisory Committee Meeting May 6, 2021

The Department of Developmental Services (DDS) requests the transfer of \$650,000 from the Personal Services account to cover shortfalls in the Other Expenses account.

<u>Personal Services (10010)</u>: \$650,000 is available in the Personal Services account due to lower than expected overtime costs, and attrition.

Other Expenses (10020): A transfer of \$650,000 is necessary to cover a shortfall in the Other Expenses account, which mostly supports individuals directly cared for by the agency in state facilities and residential settings. Previous reductions occurring in this account, over a number of years, have been greater than the agency's ability to achieve savings, which has resulted in the need to transfer funds into this account for several years. The FY 2022 – 2023 Governor's budget and the Appropriation Committee budget have included funding to address this shortfall.

	Reduce	<u>Increase</u>
Personal Services	\$650,000	
Other Expenses		\$650,000

* USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND

APPROPRIATION APPROPRIATION

B-107 REV 7/2018

ALLOTMENT

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2021	11000	MHA53000	10010	2021		\$5,000,000.00			Person	al Services	
2021	11000	MHA53000	12235	2021				\$1,300,000.00	Worke	rs' Compensa	ition Claims
2021	11000	MHA53000	12207	2021				\$3,700,000.00		ional Service	
		<u> </u>		TOTALS		\$5,000,000.00		\$5,000,000.00			
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PROPOSED ITEMS FOR APPROVAL BY THE FINANCE ADVISORY COMMITTEE May 6, 2021

The Department of Mental Health and Addiction Services requests approval of transfers totaling \$5.0 million to cover the projected shortfall in the Professional Services account and offset a portion of the deficiency in the Workers' Compensation Claims account.

- \$3,700,000 in the Professional Services account (SID 12207);
- \$1,300,000 in Workers' Compensation Claims (SID 12235).

The anticipated shortfall in the Professional Services account of \$3.7 million is attributable to the Department's need to hire contracted doctors and nurses to provide coverage in inpatient facilities. The deficiency in the Workers' Compensation Claims is the result of the carryforward of \$1.2 million in costs from FY 2020 due a lack of deficiency bill. Additionally, claims are trending higher than budgeted amounts.

The Personal Services account is currently projected to surplus \$5.0 million which is primarily attributable to delays in filling open positions and a reduction of overtime to date. The agency has struggled to recruit and retain skilled healthcare professionals like psychiatrists, psychologists and nurses, therefore increasing the need for contracted services in the Professional Services account.

Summary of Transfer:

SID Description	SID	Amount
Transfer Funds From:		
Personal Services	10010	(\$5,000,000)
Subtotal		(\$5,000,000)
To Address Shortfalls In:		
Professional Services	12207	\$3,700,000
Workers' Compensation Claims	12235	\$1,300,000
Subtotal		\$5,000,000
Total		\$0

 st USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND

B-107 REV 7/2018

STATE OF CONNECTICUT BUDGET AND FINANCIAL MANAGEMENT DIVISION OFFICE OF POLICY AND MANAGEMENT

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SD	E64000				Dep	oartmer	nt of Edu	cation			2	021-10
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2021	11000	SDE64000	16119			\$1,5	29,737.00			Charte	r Schools	
2021	11000	SDE64000	17041						\$1,529,737.00	Educat	ion Equaliza	tion Grant
				TOTALS		\$1,5	29,737.00		\$1,529,737.00			
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B-107 REV 7/2018

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	B77500			Т	EACHER	S' RETIREN	2	021-01						
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2021	11000	TRB77500	16023	2021		\$1,806,000.	00		RETIRE	ES HEALTH S	ERVICE COST			
2021	11000	TRB77500	16006	2021				\$1,806,000.00	RETIRE	MENT CONT	RIBUTIONS			
				TOTALS		\$1,806,000.	00	\$1,806,000.00						
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Finance Advisory Committee (FAC) Request

The Teachers' Retirement Board is requesting approval to transfer \$1,806,000 from the "Retirees Health Service Cost" account to the "Retirement Contributions" account in order meet State's required contribution into the retirement fund under Sec. 10-183z. House Bill 7424 impacted the valuation for Fiscal Year End 2021 increasing the actuarially determined State contribution from \$1,248,029,000 to \$1,249,835,000. The agency is able to fund this additional requirement from a projected lapse in the "Retirees Health Service Cost" account.

Retirement Contributions (16006)

The Retirement Contributions account requires a transfer of \$1,806,000 in order to meet the statutory requirement of the State contribution.

Retirees Health Service Cost (16023)

The Retirees Health Service Cost account has a projected lapse of over \$5,000,000 due to continued positive experiences in both Retiree Health and Prescription program changes.

* USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND

APPROPRIATION (

B-107 REV 7/2018

ALLOTMENT

STATE OF CONNECTICUT BUDGET AND FINANCIAL MANAGEMENT DIVISION OFFICE OF POLICY AND MANAGEMENT

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2021	11000	DCF91000	10010	2021		\$7	00,000.00			Perso	nal Services	
2021	11000	DCF91000	16107	2021					\$700,000.00	No Ne	xus Special E	ducation
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	C	Cindy Butterfie	ld					Chief Fiscal Off	icer			4/28/2021
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APPROPRIATION

DEPARTMENT OF CHILDREN AND FAMILIES

FINANCE ADVISORY COMMITTEE

MAY 2021

DESCRIPTION OF REQUESTED CHANGES

The Department of Children and Families requests approval to transfer a total of \$700,000 from the Personal Services account to address a shortfall in the No Nexus Special Education account.

Personal Services - Funds are available due to significantly less use of overtime. This is primarily due to reduced call volume to the DCF Careline since the beginning of the COVID-19 pandemic resulting in fewer investigations, and the agency's enhanced ability to provide certain services remotely which has reduced the need for employees to travel and work extended hours.

No Nexus Special Education - This account supports the provision of special education for children on the DCF caseload who reside in private residential institutions and for whom no board of education is responsible under the law. The funding is needed due to an increased number of children having "nonexus" status and more specialized education services as required by the children's Individual Education Plans (IEPs).