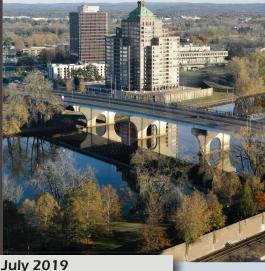
THE DAS



MATCHMAKER MARKS TEN YEARS By Nina Ritson On Thursday, June 13, CT Business Matchmaker celebrated ten years of

connecting small businesses with prime vendors in a successful event that grows business. Numerous studies are in agreement on the importance of small business to job growth in the U.S., yet small business owners must generate new business in order to stay in business This year's event offered a new feature - the Networking Zone - a structured networking activity with opportunity for small businesses to present to a full room of participants.

Fred Wergeles, Director of the University of

Hartford Entrepreneurial Center kicked of the event saying, "Today there are 50 large or prime vendors meeting with 200 small business representatives. The energy in the room is amazing and you all contributed. This was all not possible without the collaboration of everyone."

Josh Geballe, Commissioner of the Department of Administrative Services greeted the group and said, "The fact that this event is going strong after 10 years is strong evidence that you see value in connecting here and building business relationships."

All sponsors were recognized, including Meg Yetishefsky, Manager of the DAS Supplier Diversity Program, with a plaque, and at 8:30 a.m. sharp the clock began to tick.

So what are other people saying about Matchmaker?

Moraima Gutierrez, Assistant District Director at the U.S. Small Business Administration had this to say, "Deals are done by networking - where can you find so many opportunities in one spot?"



Commissioner Geballe speaks at the 10th Matchmaker event at the University of Hartford.







Commissioner David Lehman from DECD added "We are your small business resource center and we are fully supportive to provide resources to help you grow your business."

Cianbro Corporation gave an honest response, "It's my third year doing this event but the company has been here for 6-7 events. Right now, not a lot of CT work but we are doing DOT work. This event definitely helps us – plus I take our discussions with vendors back to the office to share at our meetings."

And from CT SBDC Small Business Development Centers, "This is my second year and this is a great resource for people at that junction in business."

US Department of Commerce chimed in, "this is a good event – I would not be here if I did not think so. Companies absolutely benefit from this "

He offered some parting words from the event... "Be patient, be persistent and be prepared."

Top: Commissioner Geballe and Program Manager Meg Yetishefsky visit the DAS Supplier Diversity Booth.

Middle: Eva Orlinski, Marisol Rivera, Kirtikumar Padsala, Greg Mooney, Kevin Nodwell, Nicola Murray

Right: Lisa Powell, SBA; Shelli McMillen, University of Hartford Women's Entrepreneur Center, Meg Yetishefsky, DAS; Milena Erwin, University of Hartford Women's Entrepreneur Center



DAS CONDUCTS EMPLOYMENT OUTREACH

By Alicia Nuñez

More than 40 representatives from businesses, social service organizations and municipalities - seeking full-time and part-time employees and interns in this job market - were a part of the Gateway Community College (GCC) Career and Networking Fair held on April 3, 2019. About 500 GCC students and alumni attended.

"The Career Fair on April 3 was open to all Gateway students and alumni," said Leigh Roberts, Student Engagement and Career Development Associate of Gateway Community College's Career Services. "Because of the tough economy, we made a conscious choice to invite very diverse companies that are interested in hiring our students. It is a Career and Networking Fair because we also want students who were not looking for full-time careers yet to be able to apply for seasonal jobs or internships. Most importantly we want them to begin making professional connections."

The employers attending are seeking full or part-time workers and, in some cases, interns to work in fields including health care, teaching, banking, engineering, customer service, home care, software development and food service. The job fair was free. Participating agencies and employers included the Department of Administrative Services, Easter Seals-Goodwill Industries, Primerica Financial Services, the Village for Families and Children Inc., Yale University, LULAC, Head Start Inc., the New Haven YMCA Youth Center, Masonicare and the American Job Center (AJC).

Raymond Bailey, Human Resources Consultant 2, and Alicia Nuñez, Equal Employment Opportunity Director, were on hand to assist job seekers with information about obtaining a job with the State of Connecticut, completing a Master Application via JobAps, signing up for interest cards and navigating our new online employment center. The DAS representatives also informed attendees of the various social media sites that we use to advertise our job opportunities, Facebook, Twitter and LinkedIn.

The event is just one of many programs and services offered by GCC's Career Services. Nunez said students, alumni and job seekers had a great deal to gain by attending the fair!





AWARD WINNING TEAMS

By John McKay

PROCUREMENT EMPLOYEE RECOGNITION EVENT

It's that time of year again where DAS Procurement recognizes outstanding professional achievements with their employee recognition program.

Three categories, including honorable mentions, were created:

- · Innovation in Procurement Award
- Display of Values Award
- · Beyond the Call of Duty Award

The Innovation in Procurement Award went to Mae Lo. Also nominated were Dan Dion and Patrick DeConti.

In the nomination it said, "This person is a fantastic asset to DAS Procurement and we are confident that as Mae Lo learns more about all that happens here in procurement, she will have more to teach us!"

The Display of Values Award went to Kerry DiMatteo. Her fellow nominees were Lynn Peccerillo-Hills, Phil St. Amand, Dan Dion, Patrick DeConti and Madelyne Colon.

Part of Kerry's nomination read, "Kerry is very dedicated to the program making it better every year and committed to making it continue to grow through outreach...she acts with the upmost integrity, accountability, professionalism and teamwork."

The Beyond the Call of Duty Award went to Antoinette Webster. Her fellow nominees were Phil St. Amand, Dan Dion and Linda LoSchiavo.

Her nominator wrote, "Antoinette frequently stays late, brings work home and is committed to the clients and to getting the job done."



SUPPLIER DIVERSITY SHINES

In May, the DAS Supplier Diversity Program was honored to receive the 2019 Government Partnership Award from the Minority Construction Council.

The mission of the Minority Construction Council is to advocate, support, and create development opportunities for minority contractors throughout the State of Connecticut.

Program Manager Meg Yetishefsky said, "The team is honored and inspired to improve the small and minority business environment here in Connecticut."



COLLECTION SERVICES STAFF ARE RECOGNIZED

Supervisor Francisco Rivera recognized Cheryl Drolet and Mark Plourd as the first recipients of the Employee Recognition pilot program that ran for the first quarter of this year. Both Cheryl and Mark are recognized by their peers in categories such as going the extra mile and in a display of commitment and dedication. Great job to the both of them!







CONGRATULATIONS!

Joe Cassidy had the honor of presenting certificates to the graduates of the @ ConnDAS OEDM Building Code Pre-Licensure Training Program this morning at the CT Building Officials Association meeting. Congratulations all! #BuildingSafety365 @IccNash @IntlCodeCouncil

DAS STATEWIDE LEASING AND PROPERTY TRANSFER WORKSHOP By John McKay

It was time for the annual, and well attended, DAS Statewide Leasing and Property Transfer overview session, this year with a refreshing new viewpoint.

After some brief introductions, DAS Commissioner Josh Geballe and Deputy Commissioner Noel Petra expressed what they are trying to do with not only the real estate, but with Connecticut as a whole.

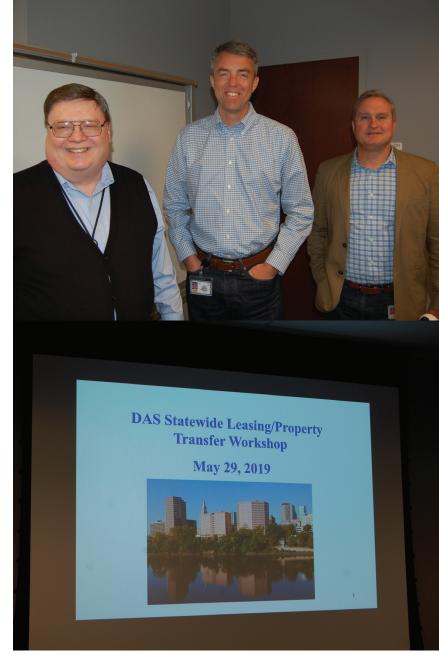
"We have a big responsibility to manage state real estate properly and protect taxpayer assets," said Commissioner Geballe. "It's important that everyone in this room is suitably educated on this topic. And at the same time we're looking for feedback from you on how to improve the system. While we have to abide by a number of rules and statutes, there are opportunities to streamline this process. I need you to come forward and question why we do the process a specific way and if there are ways to improve upon it."

Deputy Commissioner Noel Petra reinforced the topic, "We're serious about feedback and we're taking steps to improve the process and question certain policies. We need to hear from you!"

Statewide Leasing and Property Transfer Administrator Shane Mallory then introduced the new members of his team: Property Agents 2, Tom Piacenza and Tom Pysh, Compliance Officer Chad Senich and Staff Attorney 2 Margret Donagher. Existing staff members, Supervising Property Agent William Falletti, Administrative Assistant Eugenie Williams, Paralegal Mary Taylor, and Property Agent 2 Mat Longanecker were also in attendance.

"It's important that everyone in this room understand the ins and outs of property leasing and property transfer. Our job is to obtain the real estate you need to fulfill your missions, via a lease or purchase within the established statutes, policies and procedures. Whenever in doubt, or if you have questions, please contact our office. We are here to help," said Shane.

Shane covered each agency's responsibilities as it relates to the lease and general parameters regarding leases. He also covered the restriction on discussing real estate related matters outside



of their agency except with DAS. The lease compliance process, along with annual inspections of emergency equipment and fire systems and agency reporting responsibilities, were also covered.

Paul Hinsch from the Office of Policy and Management presented information on the State Facilities Plan, the request for space process and the interim space process.

Shane and Paul concluded with a dynamic question and answer session. Shane "thanked everyone for attending the workshop which will serve to increase everyone's understanding of the process thereby reducing the time it takes to complete leasing or property transfer activities and help agencies meet their missions."

Blogworthy News

DAS REINVENTS PROCESS FOR STATE POLICE TROOPER TRAINEE APPLICATION AND DELIVERS OUTSTANDING RESULTS

POSTED ON THE DAS BLOG 6/20/2019

What do you get when you inject technology into an antiquated job application system?

You get results which saves the state of Connecticut time and money while providing more qualified candidates who reflect the diversity of our state.

After administering the 2019 State Trooper Trainee Application and Exam under a redesigned process the Department of Administrative Services saw positive results across the board:

- · Simple digital recruitment with a built-in exam
- Savings of over \$69,000 in staff-related costs
- Elimination of 23,000 sheets of paper
- 17% increase in qualified applicants
- 33% increase in female applicants
- · 30% increase in minority applicants
- 105% in veteran applicants

For years, the Department of Administrative Services (DAS) and the Department of Emergency Services and Public Protection (DESPP) have worked together to construct the application system for State Police Trooper Trainees. DAS handles the administrative side and establishes the pool of qualified candidates. DESPP trains them and turns those that survive the rigorous process into state police officers.

There have been incremental improvements over time, but in 2017 the job application system was overhauled and the online JobAps Applicant Tracking System was initiated, allowing for a more modern way to apply for state jobs.

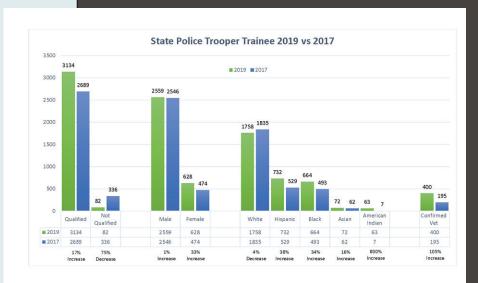
Now, with the addition of the JobAps technology, the majority of labor-intensive tasks and old-fashioned mailings are handled through an email or in the background programming of the JobAps system. Once an applicant submits his/her application, they receive a pop-up message and an email that they successfully submitted their application. Following the closing date, applicants are sent an email informing them they are eligible to move on to the next step in the process. No more mailings. No more waiting. No more driving to an exam site.



In addition, DAS and DESPP have greatly expanded the use of social media platforms including Facebook, LinkedIn, Twitter, Instagram, and themuse.com to help advertise the opening of the job application.

The results speak for themselves.

Thanks to this great team effort, DESPP is well-positioned to hire a new class of state troopers to help protect our state and to ensure that class represents the people they put their lives on the line every day to serve.



DAS P-CARD REBATE

By John McKay

Department of Administrative Services Commissioner Josh Geballe and State Comptroller Kevin Lembo accepted a rebate check of \$1.4 million from JP Morgan Chase, stemming from the use of the state's Purchasing Card (P-Card) Program.

Each year the State of Connecticut receives a rebate from JP Morgan Chase Bank based on the annual charge volume generated by the State Purchasing Card Program contract. Users consist of state agencies, higher education, municipalities, municipal schools, and non-profits, all using this credit card program to make business purchases and ultimately earn money back in the form of a rebate.

The P-Card is a commercial MasterCard and works just like a personal credit card, but it has custom designed features and built-in controls including pre-set limits encoded into the magnetic strip to meet the specific needs of the cardholder. The cards are monitored and maintained online. This year, thanks to all of our participating contract users, the P-Card Program received a rebate payment in the amount of \$1,434,952.93. Municipalities, municipal schools and not-for-profits that participate in our program and receive

rebates (per the rebate policy) have come to rely on this in their budgets. As an example, two participating municipal users received a rebate of over \$50,000. That's a pretty significant amount for just going about your daily business!

Any rebate earned by state agency purchases is deposited into the State's General Fund. "The rebate amount continues to grow and the money being spent to earn the rebate is already budgeted to be used in the day-to-day business of state government. The P-Card is the states preferred payment method which increases efficiencies and rebate earnings," said P-Card Program Administrator Kerry DiMatteo.

If you are interested in learning more about the P-Card Program, please contact the team at DAS.PCardAdmin@CT.gov.

(below from L to R:) Carol Karnilowicz (OSC), Veronica Coty, Mae Lo, Monique Lopez (JPMC), Kerry DiMatteo, Comptroller Kevin Lembo, Peter Johnsen (JPMC), DAS Commissioner Josh Geballe, Ed Muendell (JPMC), Beth Macha (OSC), Sarah Ormerod (OSC), Arline Adamovich-Witek (OSC)



NOW ACCEPTING APPLICATIONS TO TELEWORK

By Nina Ritson and Theresa Judge

It's here! On Monday, June 3, the Executive Branch rolled out the new Interim State Telework Program. Telework is a voluntary arrangement whereby an employee is permitted to work from home, or other approved location, on a pre-approved basis for part of his or her workweek. Telework is designed to facilitate efficiency and productivity. It does not change the nature of the work a state employee is expected to perform, the hours the employee is expected to be working, the employee's official duty station or the employee's obligation to comply with laws, regulations and state and Agency policies.

There are two types of telework: 1) routine telework in which telework occurs as part of an ongoing, regular schedule and 2) situational telework that is approved on a case-by-case basis, where the hours worked were NOT part of a previously approved, ongoing and regular telework schedule. The program applies to the first type. Applications to Telework must be analyzed based on specific job duties and approval is not guaranteed. All employees wishing to telework must qualify for participation. The employee must submit a fully completed and detailed Application and Security Addendum to his/her manager/supervisor.

Any eligible employee may apply to Telework, however, approval is contingent on the criteria established in Part III of the Guidelines located at:

https://portal.ct.gov/DAS/Statewide-HR/Telework-Program/Documents

Employees who would like to apply to be considered for the Interim Telework Program will need to familiarize themselves with the Interim Telework Guidelines, verify that their classification is listed on Appendix A, complete the Interim Telework Application and provide a copy of their homeowner's or renters insurance certificate along with the Interim Telework Security Addendum and submit to their supervisor/manager for review and consideration.

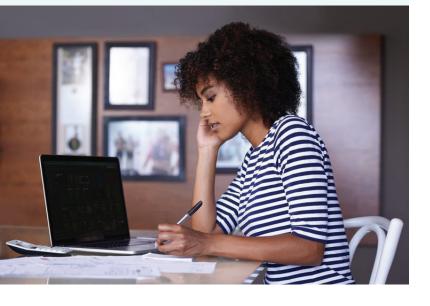
The employee's manager/supervisor must review each employee's request to determine if the application and attachments are complete. What must be determined first? If the employee is in a job class that is eligible for the Program, and if the position is appropriate for teleworking. If the manager/supervisor agree that the employee is an appropriate telework candidate, the manager/supervisor and employee will need to develop a recommended Telework Work Plan.

After agreeing to a Plan, the entire package of documents will be submitted by the manager to the Division Director, Deputy Commissioner or CIO. This complete package will include the Application, Security Addendum, proof of insurance and the Work Plan.

Once the application package has been fully reviewed, the Telework agreement must be memorialized in writing using the form entitled Telework Agreement.

A couple of housekeeping items to keep in mind:

- Telework shall not be used to provide family care at home. Employees participating must make arrangements to have dependent children or elders cared for by other individuals and these arrangements will be noted on the application.
- The agency is under NO obligation to purchase equipment beyond existing appropriations simply to enable an employee to Telework and any equipment purchased by the agency remains agency property and must be returned at the conclusion of the agreement or upon request of management.



- There is an abundance of rules pertaining to security of the equipment and the work itself, including an approved telework location.

Employees will continue to be required to use applicable personal, earned compensatory, accrued vacation or sick leave for hours not worked, including appointments or emergency situations that take them away from their work day. If state offices are dismissed early for inclement weather. Telework employees will not be dismissed and will continue to work from their home location.

- This program works with employee seniority – if two employees request the same days to participate in Tele-

work – seniority shall apply for resolving conflicts, defined by the specific bargaining unit agreement or as total state service if the conflict involves employees of more than one bargaining unit. The Interim Telework program applies to collective bargaining employees. Managerial employees continue to be covered by General Letter 32 - Telecommuting Guidelines.

For more information on applying for the Interim Telework Program contact DAS SmART at 860-713-5179.

May 30, 2019



Go Open MICT



GoOpenCT @goopenct

@CTEdTech launches @GoOpenCT to amplify the great work in CT to create and share high-quality learning materials for every student. Visit http://www.GoOpenCT.org to hear from educators and students on the benefits of #OER and share your own collections.

Doug Casey, BEST





GREENERGOVCT

Commissioner Geballe cochairing the Executive Order 1 GreenerGovCT meeting to kick-off efforts to reduce state operating costs, lessen state agency energy, waste, and water footprints and enhance public health.

June 14, 2019

Small Business Resource Workshop. Presentation, Conversation and Education on SBE. @CTDOL @CTDECD @ CTVetsAffairs @CSimmonsCT @jahimesFocusing on improving #CT government services & increasing efficiency



April 30, 2019



AT THE CAPITOL

DAS Business Office and DAS BEST showcased their newly LEANed processes for Travel Authorizations and New Business registrations at the LEAN Showcase at the State Capitol. @CTDOT_Statewide @SOTSMerrill

ASPIRING LEADERS GRADUATES TWO DAS MANAGERS

By John McKay



It's graduation season and DAS has its own commencement ceremony.

At CCSU's Institute of Technology & Business Development (ITBD) DAS held its 2019 Aspiring Leaders graduation program with about 30 participants who completed the course.

Aspiring Leaders is Connecticut state government's skill –based training program for managers. It is designed to develop managers to become the next generation of leaders, focusing on critical skills needed for effective leadership today and in the future.

DAS' Deputy Commissioner Noel Petra congratulated the graduating class, "You leave here with new tools and skills to address these many issues. More importantly you have established a network of fellow Aspiring Leaders to lean on when the answers aren't so clear. I encourage you to contact each other and keep this network of leaders alive. The solution to your problem may be just a phone call away."

He added that, "You've earned the respect of the people in

your agency. You must have a willingness to take risks, but take responsibility for those risks, and encourage your fellow workers to think creatively and with a positive attitude. Congratulations!"

Notable graduates included two of DAS' own: Jennifer Taplin from DAS' Equal Employment Office and Steve McGirr, Director of DAS Fleet Operations. Each was asked to present their capstone project. Jennifer proposed making agency Affirmative Action Plans electronic instead of paper. Steve presented a planto make the DAS Fleet all alternative fuel vehicles.

"I found the program to be both challenging and rewarding," said DAS' Jennifer Taplin. "I learned a lot about state managers and their roles as well as how to be a better manager myself. I really enjoyed it."

"I'd like to thank DDS' Peggy Zabawar for all her efforts with the Aspiring Leaders course as well as the Connecticut Training & Development Network for their involvement. We couldn't do this without you," added Noel.



ARRIVALS



Vamshi Challa



Robert Barry



Bernard Johnson



Mark Oldenburg



Emily Perkins



Edward Papapietro



Victoria Racamato



Paul Sullivan



Debarghya Sengupta



Geri-Lynne Gagne



Prince Cherian



Brett Hawkins



Ande Smith

New Employees

Vamshi Challa BEST

Robert Barry BEST

Bernard Johnson BEST

Mark Oldenburg BEST

Emily Perkins Fleet Operations

Edward Papapietro BEST

Victoria Racamato BEST

Paul Sullivan Central Mail

Debarghya Sengupta BEST

Geri-Lynne Gagne
Procurement Services

Brett Hawkins

BEST

Prince Cherian

BEST

Ande Smith BEST

Retirements

Donald Heft BEST – May Andrew Vincens BEST – June Donald Richey DCS – June

Eric Lindquist BEST – June

Gary Clauss BEST– June

Christopher Roberts Collection Services - June

Paul Stevenson
BEST – July
Dawn Percoski
BEST – July
Kenneth Baudner
Fleet - May

Transfer Vickey McCray Statewide HR Aleshia Hall – BEST Jacqueline O'Donovan DCS

. . . . DEPARTURES



Donald Heft



Andrew Vincens



Donald Richey



Eric Lindquist



Gary Clauss



Christopher Roberts



Paul Stevenson



Dawn Percoski



Kenneth Baudner



Vickey McCray



Aleshia Hall



Jacqueline O'Donovan



Donna Egdahl from Olmstead Contracting, LLC in Wolcott sent the following message of praise to Supplier Diversity Program Manager Meg Yetishefsky: "I needed to call to ask a few questions about our companies SBE renewal application and I spoke with Stan Kenton. I want to say how much Stan helped me. I was very confused and Stan took the time to answer all of my questions. It was nice to speak with someone who was very kind and patient with me. I am very pleased that Stan was the person who answered the phone when I called. It took the fear out of making a mistake since I am new in the office and have never renewed the SBE before. In today's rate race world, it's nice to have a good experience on the phone with a patient person. Thank you!"

Meghan Riccio, owner of Clear Cut Tree and Lawn Care, also sent the following message to Meg Yetishefsky praising Stan Kenton. "I wanted to reach out to thank you for taking the time to review my portfolio and approve my tree care company as a small minority woman owned business. It was a pleasure working with your team member, Stan Kenton. He was extremely professional and courteous during the entire application process. He was always available to answer any questions, both while gathering the necessary information required for my portfolio, and even when my on-site visit was over. My interview with Stan was very thorough, and he was kind enough to explain anything I did not fully understand so I could respond to his questions appropriately. Once again, thank you for your time and consideration."

Director of Fleet Operations Stephen McGirr praised Easha Canada's group for their assistance with the Fleetwave program and its management. "YOUR TEAM IS AWESOME!!!! Mario Mezzio and Kim Shepard are committed to configuring the program to meet our needs, which allows the fleet staff to really breathe a sigh of relief. It's been a bumpy road for sure, but with your team in place, so professional and knowledgeable, it is smoothing out. We have a long way to go, but getting there will be inevitable and a pleasurable trip to take. Kim

spends a day a week sitting side-by-side with fleet personnel and is proving to be invaluable! So thank you again for helping correct course!"

Nina Ritson wrote to Collection Services Director Michael Barile commending **William Hickey** for his assistance with a customer in the Plaza. "I received a call from security asking for a contact to assist an elderly woman who spoke no English but was trying to deliver a payment. It was lunchtime and Will dropped everything to help this woman, responding to her request immediately so she did not have to make a trip back here after having driven all the way up from Bridgeport. Thank you, Will!"

Kristin DeRosia-Banick, Environmental Analyst III from the Department of Agriculture's Bureau of Aquaculture, sent a letter of appreciation on behalf of the Bureau to Lorraine Vittner "to express our utmost appreciation for the work of our newest SmART Team Human Resources Associate, **Heidi Gray**. As a long-time employee of the Department of Agriculture I have had the opportunity to work with many different human resources staff over the years, and I can say from that perspective that I have never had the pleasure of working with anyone as responsive, organized and collaborative as Heidi has been throughout our most recent hiring process. Our team in Aquaculture is particularly small and thus being able to move so expediently through the hiring process for our new Environmental Intern was extremely valuable to us. We are heading into our annual relicensing season, and never anticipated that we would have someone hired and up and running so quickly. Thanks to Heidi and to the SmART Team staff for all of your hard work and assistance throughout the process!"

BEST employee Jean Mothersele shared a message she received from George Stewart at the Department of Motor Vehicles regarding service he received from **Justin Kilcollum**, "I didn't know who exactly to send this too, so I chose you! I just wanted to give kudos to Justin for helping me out with a VPN issue on Saturday morning. In between giving water to his dog, and pouring his coffee (which in my opinion is of highest importance), he assisted me with clarity, patience and humor. It was a pleasure dealing with him to get my issue resolved, and I wanted you to know that. Thank you!"

"A shout out to **Katherine McCabe** of the Collections Accident Lien Unit" from Francisco Rivera "for her efforts in managing the delicate nature of the many litigation cases our department handles is a testament to our department and all of our staff. Attorney Pedersen extends his 'sincere, genuine, heartfelt thank you'. Our department is riddled with negativity due to the nature of our work, however every now and then it's nice to receive praise for doing a job well done."

Project Administrator Suzanne Beardsley from Skanska Building USA acknowledged Rebecca Cutler from Construction Services because she "was trying to post an advertisement for an Out Reach Event with a new project of Skanska's at Southern Connecticut State University. I had tried to get assistance placing this ad and was sent to over seven different representatives over a two day period and still could not find the help/assistance I needed. One of the many representatives I spoke with at DAS contacted Rebecca. She contacted me! Rebecca is truly an asset to DAS and should be recognized for her hard work, patience and commitment to her position at DAS. She spent lots of time with me to insure that Skanska's ad be posted. I am very happy to report that our advertisement posted correctly, thanks to Rebecca's patience and understanding. Thank you!"

SAVE THE DATE!!! DAS SUMMER SOCIAL

FRIDAY, AUGUST 23 CHURCHILL PARK 1991 MAIN STREET NEWINGTON, CT

CATERED BY BEAR'S SMOKEHOUSE BARBEQUE

STAY TUNED FOR MORE DETAILS!