



STATE OF CONNECTICUT
OFFICE OF GOVERNMENTAL ACCOUNTABILITY
STATE CONTRACTING STANDARDS BOARD

Final & Approved
Minutes

Friday, January 12, 2018 Meeting of the State Contracting Standards Board
Data Analysis Work Group
Fifth Floor Office of the Board, 18-20 Trinity Street, Hartford, Connecticut

Members Present:

Alfred Bertoline, Chair
Bruce Buff
Donna Karnes
Albert Ilg
David L. Guay, Ex Officio

1. [Call to order](#)

Meeting called to order by Chair Bertoline at 11:02 A.M.

2. [Approve the minutes of the November 3, 2017 meeting](#)

Motion made by Donna Karnes and seconded by Bruce Buff to approve the minutes of the November 3, 2017 meeting of the State Contracting Standards Board Data Analysis Work Group. All voted in favor.

3. [Review responses to draft report](#)

Chair Bertoline initiated discussion on the draft report. Executive Director Guay will edit the draft with the changes requested by the full Board and get the draft out to the Board for further comment.

The work group discussed sending a letter to agencies with a copy of the report, urging agencies to improve training, create or update process and procedures and initiate in-house training. Executive Director Guay agreed to produce a first draft of an op-ed for Alfred Bertoline and Bruce Buff. Executive Director Guay will also begin to make appointments with executive branch and legislative leadership to speak about the study.

The work group discussed possible next project. The work group agreed to a global study of the full universe of state contracting.

4. Other Business

No other business raised.

5. Adjournment

Motion made by Bruce Buff and seconded by Donna Karnes to adjourn. All voted in favor and the meeting was adjourned at 12:40 P.M.

Respectfully submitted: David L. Guay