



STATE OF CONNECTICUT
OFFICE OF GOVERNMENTAL ACCOUNTABILITY
STATE CONTRACTING STANDARDS BOARD

Final & Approved
Minutes
Friday, July 13, 2018 Meeting of the State Contracting Standards Board
Audit Work Group
Fifth Floor Conference Room
18-20 Trinity Street, Hartford, Connecticut

Members Present:

Thomas Ahneman, Chair
Alfred Bertoline
Stuart Mahler
Robert Rinker
David L. Guay, Executive Director - ex-officio Board member

1. [Call to order](#)

Meeting called to order by Acting Chair Robert Rinker at 9:13 A.M.

2. [Approve minutes of June 8, 2018](#)

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the minutes of June 8, 2018 Audit Work Group meeting as corrected. All voted in favor.

3. [2017 Compliance Report Approvals](#)

Acting Chair Rinker raised the question of whether to approve as a group or individually. Chair Rinker expressed a preference to vote on each individually.

Alfred Bertoline asked Chair Rinker for a recap of the process and procedure. Chair Rinker advised that once approved by the Work Group the Audit Compliance Reports would be taken up by the full Board and transmitted to the agencies.

Stuart Mahler questioned whether to make a recommendation to the full Board to not only send the compliance reports to the agency but also to the Legislative Committee of Cognizance, the Appropriations Committee and the Governor. Chair Rinker agreed that a recommendation would have to be raised with the full Board. Mr. Bertoline agreed that a recommendation for

distribution to the Governor, the Appropriations Committee of the Legislature and the Legislative Committee of Cognizance for the Agency.

Chair Rinker suggested and consensus was reached that a recommendation be made to the full Board of sending the Audit Compliance report to the Governor, the Appropriations Committee of the Legislature and the Legislative Committee of Cognizance for the agency in addition to the report being sent to the Agency head as required.

UCONN Health

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for UCONN Health. All voted in favor.

UCONN

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for UCONN. All voted in favor.

SDE - State Department of Education

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the State Department of Education. All voted in favor.

FOIC - Freedom of Information Commission

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Freedom of Information Commission. All voted in favor.

DSS – Department of Social Services

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Department of Social Services. All voted in favor.

DOT – Department of Transportation

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Department of Transportation. Chair Rinker noted that the Work Group had not had the opportunity to discuss the report with Department of Transportation. Chair Rinker further noted that in the report it is reported that few contracts are competitively bid, the department does engage in competitive negotiations. All voted in favor.

CSCU – Connecticut State Colleges and Universities

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Connecticut State Colleges and Universities. All voted in favor.

DAS – Department of Administrative Services – Division of Construction Services

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Department of Administrative Services. All voted in favor.

DCF – Department of Children and Families

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Department of Children and Families. All voted in favor.

DDS – Department of Developmental Services

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Department of Developmental Services. All voted in favor.

DECD – Department of Economic and Community Development

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Department of Economic and Community Development. All voted in favor.

DMHAS – Department of Mental Health and Addiction Services

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Department of Mental Health and Addiction Services. All voted in favor.

DOC – Department of Corrections

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the Compliance Report for the Department of Corrections. All voted in favor.

Chair Thomas Ahneman arrived at the meeting and Acting Chair Rinker relinquished the Chair to Mr. Ahneman.

4. Questionnaire Revision

Mr. Rinker initiated discussion by recounting that the topic of refining the audit instrument is a continuing discussion. Mr. Rinker focused on two items. Setting out the standards in the questionnaire and having the number and types of contracts reconcile and if the contracts don't reconcile, an explanation from the agency. Mr. Rinker would also like an explanation if cost effectiveness evaluations were not done and should have been.

Mr. Mahler noted that several responses received in the 2017 audit instrument indicated a misunderstanding of the Statutes and shouldn't the questionnaire include what the Board believes is the proper interpretation. Mr. Bertoline followed up with the statute should be quoted for such things as the requirement for a cost effectiveness evaluation.

Chair Ahneman added a comment about the need for the Board to provide the agencies with definitions. Further, Chair Ahneman expressed astonishment about agency attitudes to conducting cost effectiveness evaluations. Mr. Rinker added that the range of responses was inadequate. Mr. Bertoline added that the lack of quality on the competitive waiver request and lack of robust review was concerning.

Mr. Bertoline believes that the questionnaire should begin in table format with totals and breakdown of contracts and contract types.

Mr. Rinker suggested as a next step that the old form be sent out to the work group members for mark up with suggestions and changes for next meeting. Mr. Rinker asked that responses be sent back to Executive Director Guay and shared with the rest of the work group in preparation for the next meeting in August.

The work group further tasked Executive Director Guay to work on the definitions for the next audit questionnaire.

Mr. Rinker summarized the areas of concern highlighted by the 2017 audit.

- Cost effectiveness evaluations
- What to do with the waivers to competitive bidding
- Training
- Requirement to post to the BizNet Portal
- Transparency and results based outcomes

Mr. Bertoline requested Executive Director Guay to come back to the work group with all he can find on transparency and results based outcome.

5. Other Business

No other Business was raised.

6. Adjournment

Motion made by Alfred Bertoline and seconded by Stuart Mahler to adjourn. All voted in favor, the meeting was adjourned at 9:59 P.M.

Respectfully submitted: David Guay