



STATE OF CONNECTICUT
OFFICE OF GOVERNMENTAL ACCOUNTABILITY
STATE CONTRACTING STANDARDS BOARD

Final & Approved
Minutes
Friday, March 13, 2020 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 – via conference call
Alfred Bertoline – via conference call
Stuart Mahler – via conference call
Robert Rinker
Robert Sember – via conference call

David L. Guay, Executive Director - ex-officio Board member
Lauren Gauthier, Staff - UConn Graduate Intern

1. [Call to order](#)

Meeting called to order by Chair Thomas Ahneman at 9:05 A.M.

Due to the number of members on the conference phone, Executive Director Guay recommended and conducted a roll call to determine members present.

2. [Approve minutes of February 27, 2020](#)

Motion made by Stuart Mahler and seconded by Robert Rinker to approve the minutes of the February 27, 2020 Audit Work Group meeting. All voted in favor, Alfred Bertoline abstained due to his absence from the February 27, 2020 meeting.

3. [FY 2018 Audit progress review and update](#)

- Review query responses of January 10, 2020 – Possible Compliance Report Approval
 - **Department of Veterans Affairs** – Executive Director Guay introduced the draft compliance report for the Department of Veterans Affairs.

Corrective measure suggested:

- Continue to evaluate the need for executing a Cost-benefit-analysis or Cost-effective-evaluation for any privatization contract
 - Despite the absence of Standards set under C.G.S. Sec. 4e-14, the agency should perform self-initiated, accountability, transparency and results based outcomes.
 - Thank you to the Office of Veteran' Affairs in their efforts to comply with and endorse clean contracting in Connecticut.
 - Motion made by David Guay and second by Robert Sember to send and recommend acceptance by the State Contracting Standards Board. All voted to approve.
- **Connecticut State Library** – Executive Director Guay introduced the materials provided from the State Library; revised audit submission, draft compliance report and waivers. Materiel was requested based upon Work Group review at the January 10, 2020 Work Group meeting. “After review, consensus reached to have the Executive Director communicate with the Connecticut State Library concerning the number of contracts reported in Section 1,1bi and 1,1bii.”

Corrective measure suggested:

- Continue to evaluate the need for executing a Cost-benefit-analysis or Cost-effective-evaluation for any privatization contract
 - Despite the absence of Standards set under C.G.S. Sec. 4e-14, the agency should perform self-initiated, accountability, transparency and results based outcomes.
 - Thank you to the State Library in their efforts to comply with and endorse clean contracting in Connecticut.
 - Motion made by Robert Rinker and second by Alfred Bertoline to send and recommend acceptance by the State Contracting Standards Board. All voted to approve.
- **Office of the Chief Medical Examiner** - Executive Director Guay introduced the material requested based upon Work Group review at the January 10, 2020 Work Group meeting. “After review, consensus reached to have the Executive Director communicate with the Office of the Chief Medical Examiner concerning the response in Section 1, 1a and the appropriate use of cost-effectiveness-evaluations.”

Corrective measure suggested:

- Thank you for completing the Cost-effectiveness-evaluations.
- Continue to evaluate the need for executing a Cost-benefit-analysis or Cost-effective-evaluation for any privatization contract
- Thank you to the Office of Chief Medical Examiner in their efforts to comply with and endorse clean contracting in Connecticut.

- **Department of Motor Vehicles** – UConn Graduate Intern, Lauren Gauthier introduced the material gathered based upon the interview with the Commissioner of the Department of Motor Vehicles at the February 14, 2020 Work Group meeting.
- Motion made to table made by Robert Rinker and seconded by David Guay.
 Voting in favor:
 Alfred Bertoline
 Robert Rinker
 Robert Sember

 Voting No:
 Thomas Ahneman
 Stuart Mahler

 No Abstentions

 Motion passed 3 in favor two against no abstentions.
- **Office of Early Childhood** – Executive Director Guay introduced the material gathered for the Office of Early Childhood, which included his input of figures received previously and his communication to Cristopher Liddy, Chief Operating Officer for the Agency.
- Motion made to table made by Robert Rinker and seconded by David Guay. All voted in favor.
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4. [Subcommittee Assignments of Agencies for FY 19 Audits](#)

The Work Group members selected agencies for their review.

1. Thomas Ahneman - Connecticut Agricultural Experiment Station

2. Thomas Ahneman - Department of Administrative Services Bureau of Enterprise Systems and Technology
3. Stuart Mahler - Department of Emergency Services and Public Protection
4. Thomas Ahneman - Department of Energy and Environmental Protection
5. Robert Rinker - Office of Health Strategy
6. Alfred Bertoline - Office of Policy and Management
7. Robert Sember - Department of Public Health
8. Jean Morningstar - Department of Insurance
9. Jean Morningstar - Department of Labor
10. Robert Rinker - Division of Criminal Justice
11. Robert Sember - Department of Rehabilitation Services
12. Alfred Bertoline - Department of Revenue Services
13. Robert Rinker - Workers' Compensation Commission

5. [Initial Review of new audit documents](#)

UConn Graduate Intern Lauren Gauthier introduced two versions of her revised audit survey; one completed as a draft of the Department of Motor Vehicles and the other a blank version of the fillable PDF form. Members will send their comments to Lauren or Executive Director Guay.

Alfred Bertoline suggested the Audit Work Group should summarize the results (recommendations) of our audit reports for the past two years and issue a summary report on our findings and suggestions for improvement. The Work Group concurred.

6. [Adjournment](#)

Motion made by Alfred Bertoline and seconded by Stuart Mahler to adjourn. All voted in favor, the meeting was adjourned at 10:01 A.M.

Respectfully submitted: David Guay