



STATE OF CONNECTICUT  
OFFICE OF GOVERNMENTAL ACCOUNTABILITY  
STATE CONTRACTING STANDARDS BOARD

Final & Approved  
Minutes  
Friday, May 8, 2020 Meeting of the State Contracting Standards Board  
Audit Work Group  
Via conference call

Members Present:

Thomas Ahneman, Chair – via conference call  
Alfred Bertoline – via conference call  
Stuart Mahler – via conference call  
Jean Morningstar – via conference call  
Robert Rinker – via conference call  
Robert Sember – via conference call

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

1. [Call to order](#)

Meeting called to order by Chair Thomas Ahneman at 9:01 A.M.

Due to the meeting being held via a conference call, Executive Director Guay conducted a roll call to determine members present.

2. [Approve minutes of March 13, 2020](#)

Motion made by Stuart Mahler and seconded by Alfred Bertoline to approve the minutes of the March 13, 2020 Audit Work Group meeting. All voted in favor, Jean Morningstar abstained due to her absence from the March 13, 2020 meeting.

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

[Review query responses of January 10, 2020 – Possible Compliance Report Approval](#)

- **Department of Motor Vehicles Compliance Report** – Tabled at the March 13, 2020 meeting. Further information requested. No further information reported as of May 7, 2020. By consensus the Audit Work Group tasked Executive Director Guay with

attempting to acquire the information before the June 12, 2020 meeting. If the information is not received by the June 12, 2020, the Audit Work Group will consider referring the Compliance report to the Board for acceptance with a scope of audit exception explaining the lack of information.

- **Office of Early Childhood Report** – Tabled at the March 13, 2020 meeting. Further information requested. No further information reported as of May 7, 2020. By consensus the Audit Work Group tasked Executive Director Guay with attempting to acquire the information before the June 12, 2020 meeting. If the information is not received by the June 12, 2020, the Audit Work Group will consider referring the Compliance report to the Board for acceptance with a scope of audit exception explaining the lack of information.

#### 4. [FY 2019 Audit progress review and update](#)

##### [New audit documents](#)

UConn Graduate Intern Lauren Gauthier introduced the latest version of her revised audit survey based upon the comments received from Alfred Bertoline and Robert Sember. After review and discussion the Work Group asked Ms. Gauthier to provide another revised version at the June 12, 2020 meeting to include adding definitions and categories for reporting MOUs and MOAs, changing the spread sheet to an excel spread sheet and to provide a draft in fillable PDF form.

##### [Set response dates](#)

The Work Group upon approval of the audit survey expects to send the audit document to agencies by mid-June and request a return within 90 days.

#### 5. [Adjournment](#)

Motion made by Stuart Mahler and seconded by Alfred Bertoline to adjourn. All voted in favor, the meeting was adjourned at 9:52 A.M.

Respectfully submitted: David Guay