



STATE OF CONNECTICUT
OFFICE OF GOVERNMENTAL ACCOUNTABILITY
STATE CONTRACTING STANDARDS BOARD

Draft
Minutes

Friday, July 10, 2020 Meeting of the State Contracting Standards Board
Audit Work Group
Via conference call

Members Present:

Robert Rinker, Acting Chair – via conference call
Alfred Bertoline – via conference call
Stuart Mahler – via conference call
Jean Morningstar – via conference call

David L. Guay, Executive Director - ex-officio Board member – via conference call
Lauren Gauthier, Staff – Former UConn Graduate Intern – via conference call
Xholina Nano, Staff – 2020-2021 UConn Graduate Intern – via conference call

1. Call to order

Meeting called to order by Acting Chair Robert Rinker 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 May 8, 2020

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the minutes of the May 8, 2020 Audit Work Group meeting.

3. FY 2018 Audit progress review and update

Review query responses of January 10, 2020 – Possible Compliance Report Approval

Office of Early Childhood Report – Tabled at the March 13, 2020 meeting. Further information requested. No further information reported.

Chair Rinker read proposed language for the Scope of Audit Exception and asked for a motion of acceptance of the Draft Compliance Report and the Scope of Audit Exception language.

Motion made by Jean Morningstar and seconded by Alfred Bertoline to accept the draft Audit Compliance report for the Office of Early Childhood with the following Audit exception language added.

The audit is incomplete due to a failure to submit a revised accounting of all contracts.

All voted in favor

Department of Motor Vehicles Compliance Report – Tabled at the March 13, 2020 meeting. Further information requested. No further information reported.

Motion made by Jean Morningstar and seconded by Stuart Mahler to accept the draft Audit Compliance report for the Department of Motor Vehicles with the following Audit exception language added.

The audit is incomplete due to the lack of a response from the Department of Motor Vehicles concerning the Department's initial response to the questions concerning results based accountability.

All voted in favor.

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

Chair Rinker reviewed with the Work Group the preparation for the FY 19 Audit through the documents provided. Chair Rinker noted that the material is ready to be released with a request for a 90 day return as directed by the Work Group.

- Materials for the next audit
 - Mailing list
 - Questionnaire
 - Data request sheet
 - Engagement letter

5. [Summary Report](#)

Chair Rinker asked Lauren Gauthier and Alfred Bertoline to discuss the Summary Report of the FY 18 Audit that Mr. Bertoline asked Ms. Gauthier to create. Mr. Bertoline spoke about the valuable information contained. Ms. Gauthier spoke of possible solutions to the concerns raised by the data.

- Listing on the contract portal of the need for agencies to still conduct Cost Effectiveness Evaluations on already approved DAS contracts. DAS does not perform the Cost Effectiveness Evaluations
- Annual Report to the Governor and the Legislature
- Letter to all Agency heads and procurement officers

5. Adjournment

Motion made by Jean Morningstar and seconded by Stuart Mahler to adjourn. All voted in favor, the meeting was adjourned at 9:42 A.M.

Respectfully submitted: David Guay