



**STATE OF CONNECTICUT**  
Office of Governmental Accountability  
State Contracting Standards Board

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**Regular Meeting Minutes**

Friday, September 8, 2023 - 10:00 A.M.

Location: 165 Capitol Avenue, Hartford, CT  
Conference Room G004B

and  
*Virtual*

Members Present:

Lawrence S. Fox, Chair  
Thomas G. Ahneman  
Alfred W. Bertoline  
Bruce H. Buff  
Lauren C. Gauthier  
Albert W. Ilg  
Donna M. Karnes  
Stuart L. Mahler  
Robert D. Rinker  
Daniel S. Rovero  
Brenda L. Sisco  
Gregory F. Daniels, Esq., Executive Director, ex-officio

Staff Present:

Jonathan M. Longman, Chief Procurement Officer  
Samson F. Anderson, Research Analyst  
Carmen Hufcut, Trainer Specialist  
David L. Guay, Temporary Worker Retiree  
Molly Lukiwsky, Intern

1. Call to Order

Chairman Fox called the meeting to order at 10:02 a.m.

2. Approve the Minutes of the August 11, 2023 regular meeting

Albert Bertoline motioned to approve the August 11, 2023, regular meeting minutes, and Donna Karnes seconded the motion. The August 11, 2023, regular meeting minutes were approved and adopted unanimously.

3. Staff Reports

- a. Executive Director Report – Gregory F. Daniels, Esq.
  - i. Legislation, Regulations, Policies, and Procedures Report
    - There were no updates to report.
  - ii. Staffing Report

- Director Daniels reported that the Staff will be interviewing candidates for the Staff Attorney 1 and the Accounts Examiner positions during the weeks of September 11, 2023, and September 18, 2023, respectively.
  - Director Daniels also reported that the Staff is identifying candidates from the interview for the Administrative Assistant position. The referral questions are due on September 17, 2023, after which we should receive a certification list with interview applicants. Director Daniels thanked all Board members who volunteered to participate in the interviews. He stated that Carmen Hufcut will be coordinating search committee meetings on behalf of the Board.
  - Director Daniels introduced Molly Lukiwsky, the SCSB's new intern from UConn's School of Public Policy Program.
- b. Chief Procurement Officer Report – Jonathan M. Longman
    - i. Auditing
      - Mr. Longman reported that the first quarter audits of FY24 are underway; notifications have been sent to three agencies, and the team plans to receive the requested documentation by early October.
    - ii. Training
      - Mr. Longman provided an update on the team's collaboration with the Office of State Ethics and NASPO and outlined the team's progress regarding course accreditation.
4. Audit/Data Analysis Work Group – Alfred W. Bertoline
    - a. Al Bertoline reported that the Workgroup continued progressing with the tri-annual audit plan.
  5. Sec. 4e-36 Contested Solicitations and Awards Committee Report – Robert D. Rinker
    - a. Robert Rinker reported that no matters were pending before the committee.
  6. Privatization Contract Committee Report – Chairman Lawrence S. Fox
    - a. Chairman Fox provided an update regarding the privatization subcommittee's recommendation to move UCONN's business case from the subcommittee and submit it to the SCSB for review and approval.
    - b. Jonathan Longman provided an overview of the documentation that UCONN used in response to the SCSB's request to complete a business case and cost-benefit analysis worksheet per C.G.S. § 4e-16. Mr. Longman outlined the justifications in the business case to provide a background for the subcommittee on the events and decisions made by UCONN during the outsourcing process. Additionally, he presented some analysis on the impacts of certain rate adjustments (for retiree costs that are not considered "normal" per C.G.S. § 4e-16) currently being reviewed by the SCSB staff and representatives from the Office of Policy and Management and the Office of the State Comptroller. The impact of those adjustments was estimated at \$200,000.00 when making certain adjustments to compensate for those changes in the worksheets that UCONN provided. Mr. Longman ended his comments with a reminder that the 60-day review period started on July 28, 2023, and that his interpretation of C.G.S. § 4e-16 (h)1 was that the subcommittee or the board could extend that review period by 30 days.

- c. Brenda Sisco made the motion to approve UCONN's business case submitted on 7/28/2023, which was completed utilizing data from amendment 1 of contract number LM120119 with C & W Facility Services, Inc. as the basis of the estimate for privatization of janitorial staff used for daily cleaning service of the Student Recreation Center and certain athletic facilities at the Storrs Campus. The SCSB had a discussion on the matter and then voted. The vote was seven in favor of the motion (Chairman Fox, Alfred Bertoline, Bruce Buff, Lauren Gauthier, Donna Karnes, Daniels Rovero, Brenda Sisco) and three opposed (Albert Ilg, Stuart Mahler, Robert Rinker).
7. Other Business
    - a. Chairman Fox provided a departing set of words and then motioned to appoint Robert D. Rinker as the acting chairman of the State Contracting Standards Board. All members voted in favor of the action; none opposed or abstentions.
  8. Public Comment
    - a. Cara O'Sullivan and Karen Buffkin commented on the board's privatization matter.
    - b. Versie Jones, a CT State Employee from DESPP, brought forward a complaint regarding the possible privatization of the Department of Emergency Services and Public Protection (DESPP), Division of State Police, Connecticut On-Line Law Enforcement Communications Teleprocessing System (COLLECT) Unit's audit and training duties that were previously performed by state employees but were now being performed by an outside vendor. The complaint states that DESPP did not follow the steps outlined in [C.G.S. § 4e-16](#) before entering into a contract to privatize a state service that is not currently privatized. Mr. Longman noted that he would contact Ms. Jones after the meeting to collect additional information.
  9. Adjournment
    - a. Brenda Sisco motioned to adjourn, and Bruce Buff seconded the motion. All members voted in favor, and the meeting was adjourned at 12:09 p.m.

Respectfully Submitted: Gregory F. Daniels, Executive Director