



## MONTHLY REPORT May 2024

*For the information of the members of the State Contracting Standards Board (SCSB), the Staff of the Office of Governmental Accountability (OGA) would like to reiterate our commitment to keeping you informed. We are dedicated to sharing the following updates for May 2024:*

### **Administration:**

1. On the evening of May 7, 2024, Executive Director Daniels, Research Analyst Samson Anderson, and Administrative Assistant Aleshia Hall attended the Legislative Liaison dinner at the State Capitol.
2. The regularly scheduled meeting for May 10, 2024, was canceled due to a vacancy in the SCSB chairperson position.
3. On May 10, 2024, during the time slot reserved for the regular meeting, a special meeting was held to provide crucial Freedom of Information (FOI) training tailored specifically to the SCSB Members and Staff. Russell Blair, Director of Education and Communications from the FOI Commission, was our honored guest speaker. All SCSB staff were present; no Board members were in attendance. A comprehensive training video, now available on the OGA-SCSB website (please note that there is no sound for the first ten minutes of the video), ensures that you are equipped with the necessary knowledge.
4. On May 20, 2024, Governor Ned Lamont made significant appointments to the SCSB. Rochelle N. Palache of Bloomfield was appointed as the new SCSB Chairperson, and James S. Marpe of Westport was appointed to fill the last Board vacancy. These appointments mark a new chapter for the SCSB and will undoubtedly influence its future operations.
5. In accordance with [C.G.S. § 4e-8](#), we contacted state agency partners and confirmed their participation in the Contracting Standards Advisory Council (CSAC). The Staff created a draft set of CSAC by-laws and mission statement that will be discussed at the first meeting of the council on June 18, 2024.
6. **Budget:** As reported in previous monthly reports, the budget for the next fiscal year poses a challenge in almost all operational expense categories, including training, supplies, board member per diem, software licenses, etc. The staff, in their continuous effort to ensure transparency, requested to carry their current year surplus funds forward. Our original request was denied; however, an appeal is still pending with OPM at this time, demonstrating our commitment to resolving these challenges.
7. **C.G.S. § 4e, Chapter 62 CT SCSB Deliverables:** To date, Deliverables 1 through 6 have been completed and are ongoing; efforts are in the process toward completing the remaining 17 items.

8. Executive Director Daniels has added additional information and updates to the [SCSB website](#), including our new [Chair and member](#).

**Audits:**

1. The staff has continued working on several audits; as an overview, here is a quick snapshot of where we stand with each of our planned 11 audits as of June 3, 2024:

<u>Agency</u>	<u># of contracts</u>	<u>Total (\$)</u>	<u># of samples audited</u>	<u># of findings</u>	<u>Audit Status</u>
Charter Oak	6	302,287	2	1	report completed; report posted to SCSB website
Chief Medical Examiner	4	113,690	2	1	report completed; report posted to SCSB website
Dept of Public Health	124	311,871,720	12	2	Ready for release – approval required
DESPP	91	2,951,192	9	12	Ready for release – approval required
OHE	114	1,876,204	11	11	Report drafted; agency response expected 6/10
Dept of Insurance	3	62,520	2		Data received on 5/28, report started 5/30 - 15% complete
Dept of Energy and Env. Prot.	91	37,234,877	5		Data request sent, waiting for data. Followed up on 2/6, 3/6, 4/25 & 6/3
Dept of Social Services	71	425,180,153	7		Data received; staff will begin audit once the Dept of Insurance report is complete.
State IT Contracts	2	30,000,000	2		This Group (buying code) is no longer used in CORE; DAS will send us whatever data they have available for these inherited contracts.
OPM	65	11,733,475	6		Data request sent 4/29; waiting on data from the agency.
State Service Contracts (DAS)	518	8,519,755,864	20		Data was received on 5/15, and the report started on 5/17 - 5% complete.

Note: the # of contracts and \$ value represent the agency's total over two budget years.

**Legal:**

1. Extensive legal research on board matters.
2. Advise the Executive Director, Chief Procurement Officer (CPO), and Staff on legal questions related to state procurement, including proposed legislation.
3. Compiled and drafted a procurement and procurement-related statutes and regulations repository, including extensive research. (*ongoing*)
  - a. Most recent draft provided in the onboarding packet being developed for new board members.
4. The Uniform Administrative Procedures Act (UAPA) and SCSB statute comparison document will aid in developing future proposal(s) to improve compliance with the requirements of UAPA by the SCSB. (*ongoing*)

**Legislation:**

S.B. 391 was not taken up by the House of Representatives prior to the end of the 2024 Legislative Session.

**Pending Matters:**

On May 21, 2024, a meeting of the SCSB Privatization Contract Committee was held and generated two recommendations for consideration at the next regular meeting:

1. Department of Emergency Management and Public Protection (DESPP):
  - a. Review of a proposed settlement agreement between DESPP and A&R (union)
2. Office of Higher Education (OHE):
  - a. Review the OHE's request to hire an individual under a Personal Services Agreement for a six-month temporary continued support of the Stone Academy closing.

**Training:**

1. Application/Self-Study — The International Accreditors for Continuing Education and Training program application will be delayed until 2025 due to a lack of participants. Only 23 individuals have registered, and only one has completed the program.
  - There is not enough data collected to submit for the application.
  - a. Categories – a total of 9 categories comprise the application.
    - Each category has several subcategories.
    - Bimonthly meetings will be conducted to discuss progress.
  - b. Category 1 – questions – CH has worked on each category. The agenda for the next meeting will be to discuss and work on subcategories (1.1-1.8)
2. In progress
  - a. Application/ Self-Study – Training Specialist Carmen Hufcut continues to work on the accreditation document.
  - b. Review and update the Training Plan document for the SCSB training program.
  - c. Updated Timeline on the Training Plan.
  - d. Discussed the need for a Board Training Subcommittee:
    - Need to work on Curriculum Management
    - Evaluation of courses
    - Application/ Self-Study
  - e. Drafting Training Policies for consideration by the Board to include:
    - Cancellation
    - Non-compliance
    - Recertification
    - Unions considerations

If you have any questions regarding the information contained in this report, please direct your inquiries to me via email at: [Greg.Daniels@ct.gov](mailto:Greg.Daniels@ct.gov).

Respectfully submitted,

Gregory F. Daniels, Esq.  
Executive Director  
Office of Governmental Accountability  
State Contracting and Standards Board