



State of Connecticut  
Department of Developmental Services

DDS

Dannel P. Malloy  
Governor

Jordan A. Scheff  
Commissioner

Peter Mason  
Deputy Commissioner

Operation Center Memo 2019-01

**To:** Purchase of Services Contracted Private Providers  
**From:** Scott McWilliams, Chief Fiscal Officer  
**CC:** Jordan A. Scheff, Commissioner, Regional Directors, Private ARDs, ARC of CT, CT Community Nonprofit Alliance, Inc.  
**Date:** August 23, 2018  
**Subject:** Minimum Wage Bill

Special Act 18-5 allows the Office of Policy and Management to allocate funds to increase the wages of certain employees of Department of Developmental Services (DDS) funded private providers. The special act requires providers to submit documentation that such funds will be used to:

1. increase the minimum wage paid to employees to \$14.75 per hour by January 1, 2019 and
2. provide a wage increase (up to 5%) to employees earning between \$14.76 and \$30.00 per hour by January 1, 2019

DDS is providing the attached template for your organization to populate. Your response will be used to calculate the allocation of funds to your organization. **Failure to submit an acceptable template in the stated format will result in the denial of funding for your agency in relation to any minimum wage requirements mandated by the passage of Special Act 18-5.** Deadline for submissions is September 9, 2018.

If you have any questions, I can be reached at (860) 418-6163.