



## MONTHLY REPORT April 2024

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

### **Administration and Operations:**

1. Resulting from a unanimous vote by SCSB members at its February 9, 2024, regular meeting, on April 5, 2024, a special meeting was held to provide specifically tailored ethics training to the SCSB and staff. This very informative training was delivered by guest speakers from the Office of State Ethics, Executive Director Peter Lewandowski and Director of Education and Communications Sarah Clark. Two SCSB members and the entire SCSB staff were in attendance.
2. The regularly scheduled meeting for April 15, 2024, was canceled due to a vacancy in the chairperson position for the State Contracting and Standards Board.
3. As of April 30, 2024, a new Chairperson has yet to be announced.
4. Working on behalf of the Board, significant staff resources were required to research the implications of a third-party, non-governmental inquiry.
5. In accordance with the requirements of the Office of State Ethics, Executive Director Daniels updated filing information for the Board and staff members as appropriate. Board members who have not yet completed their 2024 filing should do so immediately.
6. Auditors of Public Accounts (APA) Audit: The Office of Governmental Accountability is currently undergoing an APA audit, which is a crucial process that ensures the Board's business is conducted in strict accordance with Chapter 62. The final report and recommendations are pending. When a final report is released, the staff will forward a copy of the report to all board members.
7. Budget: It is important to note that the SCSB is facing a significant budgetary challenge in FY 2025. We hope to hear some positive news regarding the budget sometime soon.

### **Procurement and Audits:**

1. The staff worked closely with OPM to develop and create new reports, allowing the SCSB to choose more recent samples across all agencies continuously.
2. The staff initiated two additional audits this month – DAS (PSX) and OPM.

3. The staff has continued working on several audits, but most audits are pending data (from agencies) and cannot move forward; as an overview, here is a quick snapshot of where we stand with each of our planned 11 audits as of April 30, 2024:

<u>Agency</u>	<u># of contracts</u>	<u>\$ Value</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	Sent to DK for review on 4/10
DESPP	91	2,951,192	9	12	Sent to LG for review on 4/8
OHE	114	1,876,204	11	11	Report drafted, sent initial findings on 4/9, waiting for agency responses
Dept of Insurance	3	62,520	2		Met with DOI on 4/16, waiting for additional data
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
Dept of Social Services	71	425,180,153	7		The data request was sent on 3/15, and we are waiting for the data.
State IT Contracts	2	30,000,000	2		This 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
State Service Contracts (DAS)	518	8,519,755,864	15		Data request sent 4/29

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

Note: The State Service Contract sample size was reduced (from 20 samples to 15) due to staff resource constraints.

*As a reminder to Board members, please complete your report reviews whenever possible. Please feel free to email the staff with any changes/recommendations. Thank you!*

### **Contracting Standards Advisory Council:**

1. The staff has begun to set up the Contracting Standards Advisory Council (CSAC) as outlined in C.G.S. § 4e-8. The advisory council may conduct studies, research, and analyses and make reports and recommendations regarding subjects or matters within the jurisdiction of the State Contracting Standards Board. The advisory council shall meet at least four times yearly to discuss state procurement issues and make recommendations for improving the procurement processes to the State Contracting Standards Board.

2. The first step in the process was to create a charter; within that document, the staff developed the high-level project plan with the goal of running the first CSAC meeting before the end of the fiscal year:

KEY MILESTONE	START	FINISH	Status
Create Project Charter	4/22/2024	4/30/2024	Complete
Create By-laws	5/1/2024	5/15/2024	Started
Coordinate Appointments with Agency Heads	5/1/2024	6/1/2024	Started
Draft Agenda for First Meeting	5/15/2024	5/24/2024	Not Started
Hold First Meeting	6/18/2024	6/18/2024	Not Started

### **Legal:**

1. Extensive legal research on board matters.
2. Drafting of legal memo(s) on board matters.
3. In response to a non-governmental third-party inquiry, extensive research and drafting of a response/legal opinion sent to the Board.
4. Advise the Executive Director, Chief Procurement Officer (CPO), and Staff on legal questions related to state procurement, including proposed legislation.
5. Compiled and drafted a procurement and procurement-related statutes and regulations repository, including extensive research. (*ongoing*)
6. 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 passed out of the GAE Committee with one amendment. The amendment added the provision that the budget provided by the SCSB Executive Director to OPM should be the appropriation recommended to the Legislature. In preparation for the fiscal note for this bill, the Executive Director provided staffing and budgeting information to legislative staff. The new language for this bill can be found [here](#), the fiscal note can be found [here](#), and the staff analysis is [here](#). SB 391 has been given the Senate Calendar Number 265 and File Number 429. There has been no further development with this bill since April 11, 2024. S.B. 389 has made no progress since the public hearing on March 8, 2024.

**Pending Matters:**

1. DESPP Privatization: Last month, the two parties reached an agreement that addresses the union's concerns under A&R's current petition to the Board. As a result of this agreement, and if the Board supports this path forward, the union is willing to withdraw its current C.G.S. § 4e-16 petition, with the understanding that the other aspects of Ms. Jones's complaint will be addressed by the SCSB and forwarded to the Attorney General as deemed appropriate.
2. On April 29, 2024, the staff received a new privatization request from the Office of Higher Education (OHE). OHE requests another short-term (six-month) PSA for continued office support for the Stone Academy Closing. The documents were sent to the subcommittee members on 4/30.
3. The staff is coordinating a Privatization Subcommittee meeting for these two matters on/about May 14, 2024.

**Training:**

1. Completion of Introduction to State Procurement Rules and Governance course. The course has been submitted for review. The next step after the review is completed:
  - Modify any recommendations
  - Incorporate into the LMS
2. Works continues on a Level 1 entry-level course
  - Sourcing, Purchasing, and Procurement
3. The SCSB Training Program has set a goal to become an accredited provider (AP) of IACET continuing education units (CEUs). To achieve this goal, the Training Specialist is currently preparing for accreditation with the help of the Director, the CPO, and the Administrative Assistant. The application deadline is August 21, 2024.

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*

Gregory F. Daniels, Esq.

Executive Director

Office of Governmental Accountability

State Contracting and Standards Board