



STATE of CONNECTICUT
Office of Governmental Accountability
State Contracting Standards Board

MINUTES

Friday, March 14, 2025 - 1:00 P.M.
Location: 165 Capitol Avenue, Hartford, CT
Conference Room G009F and *Virtual*

In Attendance:

Rochelle Palache, Chair (in person)
Lauren Gauthier (in person)
Brenda Sisco (virtually)
Donna Karnes (virtually)
Salvatore Luciano (virtually)
James Marpe (virtually)
Stuart Mahler (virtually)

Greg Daniels, Executive Director
Aaron Felman, Staff Attorney
Carmen Hufcut, Trainer Specialist
Maritza Lopez, Accounts Examiner
Aleshia Hall, Administrative Assistant

1. Call to Order: Chair Palache called the meeting to order at 1:04 p.m.

a. Roll Call of Board Members

b. Board Membership Update

- i. **Moment of Silence for Daniel S. Rovero** who passed away on March 5, 2025, was followed by an opportunity for staff and Board members to acknowledge the contributions that he made to securing the Board and to staffing agency.
- ii. **Retirement of Alfred W. Bertoline:** Chair of the Audit and Data Analysis Work Group resigned from his position on the Board. The staff and Board members expressed that he will be truly missed. Mr. Bertoline brought a data-driven approach and a long-range vision that we will continue to follow.

Chair Palache shared that Mr. Bertoline sent a letter in support of Maritza Lopez that referenced her hard work and contributions to the Audit program.

2. Approval of Minutes

a. Approval of the minutes from the February 14, 2025, SCSB Regular Meeting

A motion was made to approve the minutes as written by: Lauren Gauthier

The motion was seconded by Donna Karnes

The motion passed unanimously with Salvatore Luciano abstaining

3. Communications and Petitions

a. Sec. 4e-36 Contested Solicitations and Awards Subcommittee Report – Stuart Mahler

Mr. Mahler reported that there are no pending requests at this time, so they have not needed to meet. At his request, both Chair Palache and Executive Director Daniels confirmed that no new business cases have come before the Board.

b. Privatization Contract Committee Report – Chair Salvatore C. Luciano

i. Privatization Contract Request from the Department of Public Health

Mr. Luciano said that the issue continues to be on hold and is being negotiated between the agency and the union representatives.

c. Audit/Data Analysis Work Group – Chair Rochelle N. Palache

i. Audit/Data Analysis Work Group Report Chair Rochelle N. Palache

On behalf of the work group, Ms. Gauthier said there is no update; she then volunteered to assume the role of Chair of the work group.

Accounts Examiner Maritza Lopez offered the following updates:

- OPM audit has been completed and sent to agency.
- DSS audit has been completed and will be sent to the agency.
- DAS audit is ongoing
- Initial Engagement letters have been sent to the four agencies that have been selected for future audits.

ii. Budget Sub-Work Group Report – Chair Brenda L. Sisco

1. SCSB Budget Testimony

Chair Sisco shared that the budget imposed on SCSB by the Governor's office was less than requested. On March 6, 2025, Executive Director Daniels appeared before the GGA Appropriations Subcommittee Work Group. Several Board members attended the testimony. There was a strong reception to our request for an additional accommodation, so we are hoping for a positive outcome. There was confusion amongst the subcommittee members regarding the amount we requested to OPM and the requested amount that went to the Governor's Office for consideration. The GGA Appropriations Subcommittee Work Group reports to the full Appropriations Committee. Work on the biennium budget will continue until the third week of April. At that time, we will be notified of the budget allocated to us. Executive Director Daniels remains available to work with the legislators regarding any clarification that may be required.

d. **Statutes, Regulations, Policies and Procedures Work Group** – Chair Thomas G. Ahneman

i. **Statutes, Regulations, Policies and Procedures Work Group Report** – Chair Thomas G. Ahneman

1. **Regulations Report** – Chair Thomas G. Ahneman

Chair Ahneman was not in attendance; no report was issued.

2. **Legislative Report** – Chair Thomas G. Ahneman

Chair Ahneman was not in attendance; no report was issued.

3. **Discussion on pending legislation concerning the SCSB**

In the absence of Chair Ahneman, Work Group member Ms. Gauthier shared that SRPP Work Group met the last meeting, Research Analyst Anderson provided the Work Group members with a very good breakdown of the old and new legislative positions. The Work Group would like to bring those issues to the Board for discussion at the April 2025 meeting. She complimented Research Analyst Anderson on his work on the legislative issues.

Mr. Luciano recommended that the Board take positions on each the legislative items individually. He offered several examples of issues that received mixed opinions from work group members. Mr. Luciano believes that clarifying discussions are necessary and offered to share the Work Group's discussion points.

Ms. Sisco requested additional time to review the legislative position handouts provided for this meeting. Ms. Gauthier explained that the table in the handouts, created by Research Analyst Samson, shows the recommendations of the Work Group. Mr. Marpe has reviewed the table but feels that additional narrative is required regarding these narratives and outcomes. Chair Palache will defer this item to the next regularly scheduled Board meeting on April 11, 2025.

ii. **Personnel Review Sub-Work Group Report** – Chair James S. Marpe

Chair Marpe does not have anything additional to report; however, in past Board meetings, members received the evaluation form as an opportunity to share their assessment of Executive Director Daniels' performance. To date, Chair Palache has received only a few responses. Chair Marpe requested that his peers to share their opinions with Chair Palache, so they can move forward. Chair Palache will send the correspondence again and encouraged Board members to provide feedback.

e. **Training Work Group Report** – Chair Thomas G. Ahneman

In the absence of Mr. Ahneman, Trainer Specialist Carmen Hufcut shared that the last several meetings have had to be cancelled. The next meeting is scheduled to take place on April 11, 2025 at 12:30 p.m.

Ms. Hufcut offered that, since it has been solidified and is not used as a reference document, the *Training Plan* has been retitled as the *Training Handbook*.

f. Staff Report

i. Administrative and Operations – Gregory F. Daniels, Executive Director

1. Leasing and Rental Audit Process

Executive Director Daniels shared that Accounts Examiner Lopez has taken on the first Leasing and Rental Audit. Working together with DAS representatives from the State Properties Review Board who specialize in this area, they have created a procedure and process structure upon which leases and rental agreements will be reviewed through our audit process. Accounts Examiner Lopez added that an additional goal in these meetings was to create a procedural checklist specific to leases and rental agreements that will ensure that future audits will move forward in a consistent manner.

2. SRPP Work Group Regulation Agency Contacts (i.e., OGC, DAS, OPM, SIRMB, SEEC, CHRO, MDC, FOIC, and OSC)

Executive Director Daniels shared that we have identified and engaged with liaisons at our sister agencies with whom we will collaborate to begin the groundwork for the regulations development process. Some of these agencies are short staffed; however, they are willing to engage with us to the extent that they can. Being sensitive to this, we will need to prioritize our efforts and expectations accordingly.

ii. Chief Procurement Officer Report: No report

iii. Legal Update – Aaron I. Felman, Staff Attorney

1. SRPP Work Group Regulation Drafting/Outlining Project

Staff Attorney Felman has submitted an overview of Chapter 62 priorities to the SRPP Work Group for consideration.

- 4e-16 Privatization and 4e-36 Contested Cases are very detailed.
- The first draft of Data Compliance Regulations has been completed.
- Rules of Practice information was shared with the Work Group. They have requested a broader perspective which he is still working on.

2. Conn. Gen. Stat. § 4e-16 (q) – Privatization Procurement and Federal Contract Funds

Attorney Felman shared that there is not a prescribed method for the use of ARPA funds for procurement purposes. ARPA funding is broad and flexible and the restrictions are general in nature.

4. Old Business

a. Consideration/Action on the Chief Procurement Officer - Temporary Hiring

Chair Palache provide the update that she hopes our CPO will be returning May 1, 2025. In the meantime, we are exploring the option of hiring a temporary CPO to fulfill temporary duties. With input from Chair Palache, Mr. Luciano, and Human Resources

representatives, Executive Director Daniels has created and submitted a list of those duties to Human Resources. DAS has a list of potential candidates, but asked the Board to share any recommendations they may have as well. Ms. Gauthier referred to former Executive Director David Guay and inquired about how long the process was expected to take. Chair Palache explained that it will take approximately 60 days and is contingent on CPO Jonathan Longman's return.

5. New Business

a. Consideration/Action on the list of pending and anticipated legislative policies.

Per Chair Palache, this discussion is being tabled until the next regular meeting on April 11, 2025 meeting.

6. Opportunity for Citizens to Address the SCSB

7. Adjournment

A motion was made by Lauren Gauthier
The motion was seconded by Salvatore Luciano
The motion passed unanimously.

Respectfully submitted,

Aleshia M. Hall
Administrative Assistant