



STATE OF CONNECTICUT  
OFFICE OF GOVERNMENTAL ACCOUNTABILITY  
STATE CONTRACTING STANDARDS BOARD

Final & Approved  
Minutes  
Friday, June 8, 2018 Meeting of the State Contracting Standards Board  
Audit Work Group  
Fifth Floor Conference Room  
18-20 Trinity Street, Hartford, Connecticut

Members Present:

Thomas Ahneman, Chair  
Stuart Mahler  
Jean Morningstar  
Robert Rinker  
David L. Guay, Executive Director - ex-officio Board member

1. [Call to order](#)

Meeting called to order by Chair Thomas Ahneman at 9:00 A.M.

2. [Approve minutes of May 8, 2018](#)

Motion made by Jean Morningstar and seconded by Thomas Ahneman to approve the minutes of May 8, 2018 Audit Work Group meeting. All voted in favor.

3. [2017 Audit Interviews - Update](#)

Chair Ahneman led discussion on what the final compliance report should contain for suggested corrective measures. Discussion focused on a global response for all the agencies audited due to the limited nature of the self-audit questionnaire. The following language was agreed upon by the Audit Work Group, with drafts to be sent to the Work Group members for review prior to the July 13, 2018 meeting.

The following corrective measures are subject to review by the State Contracting Standards Board in 2019.

Evaluate how your department uses CEE's

Evaluate when your department uses waivers as an exception to competitive bidding.

Implement or improve interdepartmental training for all procurement staff.

The Biznet Portal must be utilized in all procurement activities as required by Section 4e-13(c) of the Connecticut General Statutes.

Implement or improve contracting transparency and results based outcomes as required by Section 4e-14 of the Connecticut General Statutes.

4. Other Business

Chair Ahneman initiated discussion on which agencies to audit in 2018. Executive Director Guay volunteered to create a suggested list for the next meeting.

5. Adjournment

Motion made by Jean Morningstar and seconded by Stuart Mahler to adjourn. All voted in favor, the meeting was adjourned at 9:47 P.M.

Respectfully submitted: David Guay