



STATE OF CONNECTICUT OFFICE OF GOVERNMENTAL ACCOUNTABILITY

State Contracting Standards Board

Minutes

**Monday, November 25, 2013 Meeting of the State Contracting Standards Board
Office of the Child Advocate Conference Room, 999 Asylum Ave., Hartford, CT**

Members Present:

Claudia Baio, Chair
Thomas G. Ahneman
Charles W. Casella, Jr.
Salvatore Luciano
Jean Morningstar
Stuart Mahler
Peter Reilly
Robert Rinker
Brenda Sisco

David L. Guay, Executive Director - ex-officio

Meeting called to order by Chair Baio at 10:03 A.M.

Chair Baio suggested the agenda be adjusted to place the ethics discussion at the end of the agenda to allow for sufficient time for the matter. Motion made by Thomas Ahneman and seconded by Salvatore Luciano to adjust the agenda to place the ethics discussion at the end of the agenda. All voted in favor.

Chair Baio entertained a motion to approve the draft October 25, 2013 meeting minutes. Motion made by Brenda Sisco and seconded by Salvatore Luciano to approve the minutes of the October 25, 2013 Board meeting. Claudia Baio, Charles Casella, Stuart Mahler, Robert Rinker and Brenda Sisco voted in favor, with Thomas Ahneman, Salvatore Luciano, Jean Morningstar and Peter Reilly abstaining.

Robert Dakers, Executive Finance Officer for the Office of Policy and Management discussed with the Board the October 29, 2013 Memorandum to Department Heads from Secretary of the Office of Policy Management Benjamin Barnes concerning performance of a cost-benefit analysis by agencies. Mr. Dakers also took the opportunity to begin the consultation with the Board concerning Section 4e-16(m) C.G.S.

(m) The Office of Policy and Management, in consultation with the State Contracting Standards Board, shall: (1) Develop policies and procedures, including templates for use by state contracting agencies for the development of a cost-benefit analysis, as described in subsection (b) of this section, and (2) review with each state contracting agency the budgetary impact of any such privatization contract and the need to request budget adjustments in connection with any such privatization contract.

Mr. Dakers was asked and agreed to return and meet with the Board again at the next meeting on January 10, 2014.

Chair Baio initiated discussion on the Board's mission statement by presenting the draft statement provided by Geary Maher. Following discussion on the draft Peter Reilly suggested adding, *"All procurement should create economic opportunity for Connecticut residents and businesses to the greatest extent possible and consistent with applicable laws."*

Jean Morningstar made a motion, seconded by Salvatore Luciano to approve a revised mission statement based upon the draft from Geary Maher with the added language from Peter Riley as follows:

Our mission is to ensure that state contracting and procurement processes reflect the highest standards of integrity, are transparent, cost effective, and consistent with the statutes and are conducted in the most efficient manner possible and all procurement should create economic opportunity for Connecticut residents and businesses to the greatest extent possible and consistent with applicable laws.

Voting in favor of the revised mission statement, Charles Casella, Salvatore Luciano, Jean Morningstar, Peter Reilly and Robert Rinker. Voting against, Claudia Baio, Thomas Ahneman, Stuart Mahler and Brenda Sisco. The revised mission statement was approved.

The Board reviewed the draft job posting prepared by Executive Director David Guay for the Chief Procurement Officer position. Motion made by Robert Rinker and seconded by Jean Morningstar to approve the job posting prepared by Executive Director Guay. All voted in favor.

Chair Baio presented a proposed interview schedule for the position of Chief Procurement Officer.

11/25/13 – Approve job posting
12/2/13 – Posting of job opening notice
12/16/13 – Application deadline
1/10/14 – Meeting to Review applications
1/24/14 – Interviews
2/7/14 – 2nd interviews if required

Motion made by Jean Morningstar and seconded by Salvatore Luciano to approve the interview schedule for the position of Chief Procurement Officer. All voted in favor.

Chair Baio presented a final version of Board meeting dates for 2014 and asked for a formal vote of approval.

January 10, 2014
February 14, 2014
March 14, 2014
April 11, 2014
May 9, 2014

June 13, 2014
July 11, 2014
August 8, 2014
September 12, 2014
October 10, 2014
November 14, 2014
December 12, 2014

Motion made by Robert Rinker and seconded by Thomas Ahneman to approve the Board meeting dates for 2014. All voted in favor.

Nancy Nicolescu, Director of Education & Communications of the Office of State Ethics joined the Board to discuss member ethics requirements and to provide ethics training.

Motion made by Peter Reilly and seconded by Salvatore Luciano to adjourn. All voted in favor and the meeting was adjourned at 12:05 P.M.

Respectfully submitted: David L. Guay