



## Regular Meeting Minutes

Friday, July 11, 2025 - 10:00 A.M.

Location: 165 Capitol Avenue, Hartford, CT  
Conference Room G006D & G007E and *Virtual*

### In Attendance:

James Marpe, Acting Chair in the absence of Chair Rochelle Palache (in person)  
Keith Brothers (virtual)  
Roberto Fernandez (in person)  
Lauren Gauthier (virtual)  
Al Ilg (virtual)  
Salvatore Luciano (virtual)  
Stuart Mahler (in person)  
Jean Morningstar (virtual)  
Brenda Sisco (in person)

## MINUTES

1. Call to Order: James Marpe called the meeting to order at 10:06 a.m. on behalf of Chair Rochelle Palache, who is unable to attend.
  - a. Roll Call of Board Members
2. Approval of Minutes
  - a. Approval of the minutes from the June 13, 2025, SCSB Regular Meeting  
A motion to approve the minutes as written was made by Roberto Fernandez  
The motion was seconded by Stuart Mahler  
The motion was approved with two abstentions from Jean Morningstar and Brenda Sisco
3. Communications and Petitions
  - a. Sec. 4e-36 Contested Solicitations & Awards Subcommittee Report  
Chair Stuart L. Mahler reported that there was nothing to report.
  - b. Privatization Contract Committee Report  
Chair Salvatore C. Luciano reported that there was nothing to report.
  - c. Audit/Data Analysis Work Group – Chair Roberto C. Fernandez
    - i. Audit/Data Analysis Work Group Report  
Chair Roberto C. Fernandez thanked the staff for welcoming him and bringing him up to date on the activities of the Work Group. He is looking forward to an upcoming work group meeting and will bring his findings to the Board at the next meeting. He has proposed developing a recurring master audit schedule to set a cadence for the

audit processes. In response to an inquiry regarding UCONN made by Ms. Gauthier at last month's meeting, Accounts Examiner Lopez has emailed a detailed explanation to the members of the Audit Work Group.

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

1. SCSB Budget

Chair Brenda L. Sisco explained that the budget for FY'26-27 was initiated on July 1, 2025. SCSB made an initial request for funding, but the Governor's budget recommendation was less than requested. Executive Director Daniels appealed to the Appropriations Committee and, in response to his testimony, our original budget request was fully funded. Earlier this week, the Office of Fiscal Analysis released their completed budget which confirmed that SCSB has been fully funded for FY'26-27.

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

Chair Ahneman was not in attendance; therefore, Staff Attorney Felman provided an update on his behalf. He is working on draft regulations that will be further discussed at the upcoming SRPP Work Group meeting on July 23, 2025.

At the June 2025 meeting, Mr. Mahler mentioned a legislative change that he thought he had noted. Mr. Mahler clarified that Attorney Felman was correct in reporting that there were no legislative changes that impacted SCSB.

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

Mr. Ahneman is not present; however, Training Specialist Carmen Hufcut announced that SCSB has achieved Accreditation approval and can now offer CEUs for all our training courses offered to State employees. Ms. Hufcut is in the process of making the necessary changes to the Learning Management System to accommodate our new accredited status. SCSB looks forward to working with other agencies. Mr. Marpe stressed the importance of being able to offer CEUs and stressed how much accreditation increases our value and encourages participation. Future dates for Training Work Group meetings are being scheduled.

f. [Staff Report](#)

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

- Executive Director Daniels elaborated on achieving Accreditation and recognized the efforts of Training Specialist Hufcut in achieving accreditation status. He also thanked Jonathan Longman, former Chief Procurement Officer, for his efforts that

launched this initiative from infancy and laid the foundation for this success. Executive Director Daniels stressed that Training Specialist Hufcut has used her higher education background to learn procurement and build a training program from scratch that led to accreditation. Executive Director Daniels emphasized the volume of work that was involved and the exorbitant amount of time, effort, and expertise required to achieve accreditation. All staff members participated in the process and supported the Training Specialist, but it would not have been accomplished without Training Specialist Hufcut's leadership. We are one of the only state agencies, and the only watchdog agency, that can offer CEUs for training courses. Executive Director Daniels again thanked Training Specialist Hufcut for the difference she is making for the employees and citizens of Connecticut. Executive Director Daniels asked that the Board members take a moment to recognize Carmen for this massive accomplishment.

On behalf of the Board and Work Group, Mr. Marpe shared how impressed he has always been with the work being done by Carmen Hufcut and the accolades are in order. Being able to offer CEUs will enhance our impact on the state agencies.

- Executive Director Daniels referenced a report he shared with Board members for their information regarding Waivers that was created by the Office of Policy and Management. Executive Director Daniels acknowledged Mr. Mahler's request to add an item to a future Board meeting agenda to review this report. Mr. Mahler explained that the report describes the reasons given by agencies for utilizing the waiver process and suggested the Board postpone the August Board meeting to give members a chance to ask questions on OPMs two waiver process reports. He requested that the Board invite OPM to the September 2025 regular Board meeting.

Chair Marpe recommended that Executive Director Daniels invite an OPM representative and put this item on the September 2025 agenda for discussion.

Ms. Sisco wants to ensure that an invitation for an OPM representative to attend our meeting is not made with the intention of questioning the OPM's decisions contained in the report. Rather, this should be a learning opportunity for Board members to work collaboratively to gain a clearer understanding of the process going forward. Mr. Luciano agreed that a conversation would be helpful to broaden our understanding. He inquired if the report was an inclusive list of all PSAs or if it was just a partial list.

- ii. Chief Procurement Officer Report – No report.
- iii. Legal Update – Aaron I. Felman, Staff Attorney

Staff Attorney Felman echoed the report he delivered for the SRPP Work Group.

4. Old Business: Nothing to report.

5. New Business:

- Mr. Marpe introduced the consideration of cancelling the August 2025 meeting due to light attendance. Mr. Luciano is in support of cancelling the August 2025 meeting unless there will be discussions about replacing the CPO. Ms. Sisco is not aware of any movement on this issue at this time. Mr. Marpe explained that the legal situation with the outgoing CPO has not yet been finalized. Mr. Marpe agrees with Ms. Sisco that this is a question to be posed to Chair Palache upon her return. In response to his inquiries, Ms. Sisco clarified for Mr. Fernandez that DAS will ultimately post the position when it is available to be filled. An interview panel will then be formed.

6. Opportunity for Citizens to Address the SCSB: No one offered comments.

7. Adjournment

At the request of Mr. Marpe, a motion to adjourn the meeting was made.

A motion to adjourn was made by Salvatore Luciano

The motion was seconded by Brenda Sisco

The motion was unanimously passed.

Respectfully submitted,

Aleshia M. Hall

Administrative Assistant