

FINANCE ADVISORY COMMITTEE

AGENDA

April 6, 2017

Room 1E, Legislative Office Building – 1:00 P.M.

1. Minutes of the February 2, 2016 meeting.

2. New transactions as follows:

2017-04	Auditors of Public Accounts	\$ 80,000.00
2017-05	Office of the State Treasurer	\$ 6,000,000.00
2017-06	Department of Revenue Services	\$ 650,000.00
2017-07	Military Department	\$ 55,000.00
2017-08	Department of Banking	\$ 238,400.00

MINUTES OF THE MEETING  
OF THE FINANCE ADVISORY COMMITTEE

February 2, 2017

Held in Room 1E at the Legislative Office Building

PRESENT: Lieutenant Governor Nancy Wyman  
Deputy Comptroller Martha Carlson  
Deputy Treasurer Lawrence Wilson  
Senator Paul Formica  
Representative Catherine Abercrombie  
Representative Ezequiel Santiago  
Representative Melissa Ziobron  
Deputy Secretary Susan Weisselberg  
Office of Policy and Management, Finance Advisory Committee Clerk

Lieutenant Governor Wyman called the meeting to order at 1:08 p.m.

The minutes of the June 2, 2016, meeting were adopted.

The following new transactions were considered by the committee:

FAC 2017-01 for the Office of the State Comptroller. Transfer of \$4,000,000 from the State Employee Health Services Cost account to the Unemployment Compensation account to support required payments.

Representative Ziobron asked whether the agency is confident that the transfer is sufficient for the remainder of the fiscal year. Deputy Comptroller Martha Carlson responded that her office has worked closely with OPM to determine the amount. Representative Santiago commented that it was surprising the amount was not higher given layoffs last year.

The item was unanimously approved.

FAC 2016-02 for the Military Department. Transfer of \$130,000 from Personal Services to the Honor Guard and Other Expenses accounts to support necessary expenses.

Representative Ziobron noted that the transfer for Honor Guards would only provide sufficient funding through April and asked how the agency would make it to June.

Major General Martin responded that if the weather is good for the remainder of the winter, that may free up funds elsewhere in the agency's budget for transfer later in the year. Lieutenant Governor Wyman noted that the issue could be addressed via deficiency appropriation if necessary.

The item was unanimously approved.

FAC 2016-03 for the Office of Early Childhood. Transfer of \$2,050,000 from the Personal Services and Early Care and Education accounts to the Child Care Services – TANF (C4K) and Other Expenses accounts to cover increased childcare caseloads and necessary licensing expenses.

Representative Abercrombie thanked OPM and OEC for addressing the remaining shortfall in funding for Care 4 Kids, after this transfer, in the deficiency bill rather than via further program changes.

Representative Ziobron noted that even after this Finance Advisory Committee transfer, the Care 4 Kids program would still have a deficiency, and asked about the long term funding solution. Lieutenant Governor Wyman stated that the remaining shortfall would be addressed in the deficiency bill along with the projected shortfall in the Birth to Three program.

Representative Ziobron also asked why OEC was bearing the cost of software licensing that had previously been supported by the State Department of Education. Acting Commissioner Linda Goodman noted that all agencies are looking at ways of managing scarce resources, and as a result OEC was asked to purchase its own software licenses.

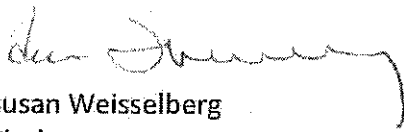
Senator Formica asked what impact the Care 4 Kids transfer would have on program operations. Acting Commissioner Goodman stated that OEC is monitoring the account very closely and there is a possibility that some applicants on the waiting list could be offered subsidies as early as late spring, depending on the level of enrollment attrition in the near future.

Senator Formica also asked for clarification about the need for cars and cell phones for the licensing division. Acting Commissioner Goodman responded that the licensing employees perform most of their duties out in the field.

This item was unanimously approved.

The meeting was adjourned at 1:23 p.m.

Respectfully submitted,

  
Susan Weisselberg  
Clerk

ALLOTMENT adjustment  
 APPROPRIATION adjustment  
 APPROPRIATION adjustment, requiring Finance Advisory Committee action

DOCUMENT NUMBER  
APA001

COMPT. USE ONLY		EFFECTIVE DATE		FAC NUMBER	AGENCY ACRONYM	REQUEST NUMBER
					APA	1
AGENCY NO.	AGENCY NAME					
APA11000	Auditors of Public Accounts					

F.Y.	FUND	AGENCY	SID	BUD REF	REDUCE *	INCREASE **	ACCOUNT TITLE/PROJECT NUMBER
					UNENCUMBERED	ALLOTMENT	
2017	11000	APA11000	10010	2017	\$80,000		Personal Services
2017	11000	APA11000	10020	2017		\$80,000	Other Expenses
TOTALS:					\$0.00	\$0.00	

REASON FOR ADJUSTMENT

To purchase new computers and laptops for the Auditors of Public Accounts using projected year end surplus in the PS account. The Auditors are requesting a transfer of \$80,000 from PS to OE and then also using \$50,000 surplus in OE to pay for the \$130,000 purchase. This purchase will replace a lease therefore no lease payments will be needed going forward into next biennium. Also, the computers which APA is currently using are soon becoming obsolete for mission critical software requirements.

Bond Commission Date:

STATUTORY AUTHORITY (for adjustments in appropriations)	REQUESTING OFFICIAL (Signature)	(Title)	DATE SIGNED
Section 4-87		Deputy State Auditor	3/27/17

UNALLOTTED / AVAILABLE BALANCE	ACTION	APPROVED (Secretary, Office of Policy and Management)	DATE
REVIEWED BY (Analyst)	DATE	APPROVED (Governor)	DATE
RECOMMENDED (Undersecretary, Bud. & Fin. Mgmt.)	DATE		
	3/27/17		

\* USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND  
\*\* USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND

ORIGINAL - OPM

ALLOTMENT adjustment     APPROPRIATION adjustment     APPROPRIATION adjustment, requiring Finance Advisory Committee action

DOCUMENT NUMBER

COMPT. USE ONLY		EFFECTIVE DATE		FAC NUMBER	AGENCY ACRONYM	REQUEST NUMBER
					OTT	
AGENCY NO.	AGENCY NAME					
OTTM1	Office of the State Treasurer					

F.Y.	FUND	AGENCY	SID	BUD REF	REDUCE *	INCREASE **	ACCOUNT TITLE/PROJECT NUMBER
					UNENCUMBERED	ALLOTMENT	
2017	11000	OTT14000	12286	2017	6,000,000.00		UConn 2000 Debt Service
2017	11000	OTT14000	12285	2017		6,000,000.00	General Fund Debt Service
TOTALS:					\$0.00	\$0.00	

REASON FOR ADJUSTMENT

Transfer funding from UConn 2000 debt service account to the General Fund debt service account to reduce a portion of the projected deficiency in the general fund debt service budget for FY2017.

Bond Commission Date:

STATUTORY AUTHORITY (for adjustments in appropriations)	REQUESTING OFFICIAL (Signature)	(Title)	DATE SIGNED
	<i>Devin L. Anagnin</i>	State Treasurer	3/23/17
UNALLOTTED / AVAILABLE BALANCE	APPROVED (Secretary, Office of Policy and Management)		DATE
<i>B.T.</i>			
REVIEWED BY (Analyst)	DATE	APPROVED (Governor)	DATE
<i>T. Fison</i>	3/24/17		
RECOMMENDED (Undersecretary, Bud. & Fin. Mgmt.)	DATE		

\* USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND

\*\* USE ONLY UNALLOTTED, ALLOTMENT, RESOURCES OF FUND



DENISE L. NAPIER  
TREASURER

State of Connecticut  
Office of the Treasurer

March 22, 2017

Mr. Benjamin Barnes, Secretary  
Office of Policy and Management  
450 Capital Avenue  
Hartford, CT 06106

Dear Secretary Barnes:

I am writing to request Finance Advisory Committee approval to transfer \$6.0 million of debt service appropriation from the University of Connecticut (UConn) 2000 Debt Service account to the General Fund Debt Service account for the current fiscal year. This transfer is needed to help reduce the current projected deficit in the General Fund Debt Service budget.

Adequate funds to cover the transfer are available in the UConn 2000 Debt Service account.

Approval of the transfer is requested at the next scheduled FAC meeting on April 6, but in any event, not later than the May 4 meeting of the FAC.

Please feel free to call me or Sarah Sanders, Assistant Treasurer for Debt Management, at 860-702-3288 should you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Denise", is written over a horizontal line.

Denise L. Nappier  
Treasurer

Enclosure

ALLOTMENT adjustment   
  APPROPRIATION adjustment   
  APPROPRIATION adjustment, requiring Finance Advisory Committee action

DOCUMENT NUMBER  
**DRS 20062**

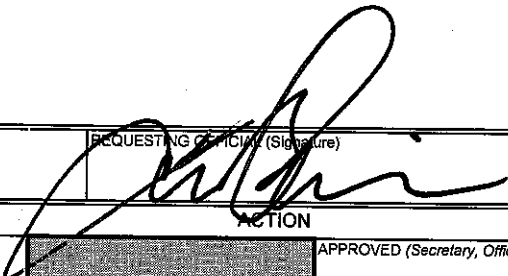

COMPT. USE ONLY		EFFECTIVE DATE		FAC NUMBER	AGENCY ACRONYM	REQUEST NUMBER
						2017-01
AGENCY NO.	AGENCY NAME					
DRS 16000	Department of Revenue Services					

F.Y.	FUND	AGENCY	SID	BUD REF	REDUCE *	INCREASE **	ACCOUNT TITLE/PROJECT NUMBER
2017	11000	DRS16000	10010		<u>Allotted</u> \$650,000.00	<u>Allotted</u>	Personal Services
2017	11000	DRS16000	10020			\$650,000.00	Other Expenses

REASON FOR ADJUSTMENT

To transfer funds from Personal Services to Other Expenses to purchase additional vendor services for the DRS data warehouse and enhancements to a proprietary tax application. These are one time unanticipated expenses. There is funding available in Personal Services due to not filling vacancies.

Bond Commission Date:

STATUTORY AUTHORITY (for adjustments in appropriations)	REQUESTING OFFICIAL (Signature)	(Title)	DATE SIGNED
		Commissioner	2/16/17
UNALLOTTED / AVAILABLE BALANCE	APPROVED (Secretary, Office of Policy and Management)		DATE
REVIEWED BY (Analyst)	DATE	APPROVED (Governor)	
Melissa Green 	2/23/17		
RECOMMENDED (Undersecretary, Bud. & Fin. Mgmt.)	DATE	DATE	

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ORIGINAL - OPM

- ALLOTMENT adjustment     APPROPRIATION adjustment     APPROPRIATION adjustment, requiring Finance Advisory Committee action

DOCUMENT NUMBER
MIL0027


COMPT. USE ONLY		EFFECTIVE DATE		FAC NUMBER	AGENCY ACRONYM	REQUEST NUMBER
					MIL	17-07
AGENCY NO.	AGENCY NAME					
MIL36000	Military Department					

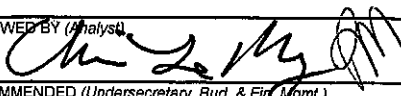
F.Y.	FUND	AGENCY	SID	BUD REF	REDUCE *	INCREASE **	ACCOUNT TITLE/PROJECT NUMBER
					<u>ALLOTTED</u>	<u>ALLOTTED</u>	
2017	11000	MIL36000	10020		\$55,000.00		Other Expenses
2017	11000	MIL36000	12144			\$55,000.00	Honor Guards

REASON FOR ADJUSTMENT

To transfer funds from Other Expenses to Honor Guards to cover the estimated expenses to the end of the fiscal year.

Bond Commission Date:

STATUTORY AUTHORITY (for adjustments in appropriations)	REQUESTING OFFICIAL (Signature)	(Title)	DATE SIGNED
		Fiscal Administrative Manager	23-Mar-17

UNALLOTTED / AVAILABLE BALANCE		ACTION	APPROVED (Secretary, Office of Policy and Management)	DATE
REVIEWED BY (Analyst)		DATE	APPROVED (Governor)	DATE
RECOMMENDED (Undersecretary, Bud. & Fin. Mgmt.)		DATE		
		3/29/17		

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ORIGINAL



ALLOTMENT adjustment  APPROPRIATION adjustment   APPROPRIATION adjustment, requiring Finance Advisory Committee action

DOCUMENT NUMBER  
**DOB0002**

<b>COMPT. USE ONLY</b>		EFFECTIVE DATE		FAC NUMBER	AGENCY ACRONYM	REQUEST NUMBER
						2017-02
AGENCY NO.	AGENCY NAME					
DOB37000	Department of Banking					

F.Y.	FUND	AGENCY	SID	BUD REF	REDUCE *	INCREASE **	ACCOUNT TITLE/PROJECT NUMBER
					<u>Unallotted</u>	<u>Allotment</u>	
17	12003	DOB37000	10010	2017	\$100,000.00		Personal Services
17	12003	DOB37000	12244	2017	\$138,400.00		Fringe Benefits
17	12003	DOB37000	10050	2017		\$175,000.00	Equipment
17	12003	DOB37000	10020	2017		\$63,400.00	Other Expense

REASON FOR ADJUSTMENT

Recently we renewed our lease at our current location for a period of 15 years. This request is to refresh 20 year old cubicals within the agency; existing equipment is beyond repair. Purchase will be from Veteran owned company and product is refurbished, not brand new. The cost for this refurbishing is \$175,000. The agency anticipates some wiring will need to be replaced during this process at an estimated cost of \$46,000. This request will also cover the costs for two LEAN events for the agency.

Bond Commission Date:

STATUTORY AUTHORITY (for adjustments in appropriations) <b>CGS Sec 4-87</b>	REQUESTING OFFICIAL (Signature) <i>Joseph L. Perry</i>	(Title) <b>Commissioner</b>	DATE SIGNED <i>2/16/2017</i>
UNALLOTTED / AVAILABLE BALANCE	APPROVED (Secretary, Office of Policy and Management)		DATE
REVIEWED BY (Analyst) <i>Melissa Green</i>	DATE <i>2/23/17</i>	APPROVED (Governor)	DATE
RECOMMENDED (Undersecretary, Bud. & Fin. Mgmt.)	DATE		

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