**Minutes**

**RFP and Procurement Processes Work Group**

**June 8, 2012**

**9:00 a.m-11:00am**

**Department of Public Health, Room 1C,**

**Hartford, CT**

**Members present:** Co-chair Chris Andresen, Deputy Commissioner Cheryl Cepelak, Alyssa Goduti, Daniel O’Connell, Richard Porth, Walt Sivigny, Judi Jordan

**Members absent:** Co-chair Anne Ruwet, Jewel Brown, Roberta Cook, Barry Kasden,

1. **Co-Chair Welcome**

Co-chair C. Andresen called the meeting to order at 9:15 a.m.

1. **Review of Report**

The group reviewed comments and feedback from Cabinet members on items 1, 7, and 8 in the procurement standards recommendations. Revisions will be made and shared at the June 15 Cabinet meeting.

The group reviewed feedback from Bob Dakers on the Guiding Partnership Principles section of the report. The group agreed with most of the feedback, however felt that the principles should be referred to as “Guiding Partnership Principles” instead of “Guiding Principles.” The other changes will be incorporated into the report. The Guiding Partnership Principles section of the report will be the main focus of the group’s presentation at the June 15 Cabinet meeting. Dan O’Connell agreed to partner with Anne Ruwet to present this section.

Alyssa Godutti will incorporate recommended changes into the report for distribution prior to June 15.

1. **Adjournment**

The workgroup adjourned at 11:00 and will not meet again unless it is determined necessary by the Cabinet.