

Office of Policy and Management
Annual Report to the Governor 2014 – 15

Benjamin Barnes, Secretary
Susan Weisselberg, Deputy Secretary

Established: 1977

Statutory Authority: Sec. 4-65a

Central Office: 450 Capitol Avenue, Hartford, Conn. 06106

Average number of full-time employees: 113

Recurring operating expenses, 2014-15:

General Fund: \$288,863,056 (includes \$269,700,941 Grants-In-Aid)

Insurance Fund: \$461,624; Mashantucket Pequot & Mohegan Fund: \$61,698,907

Enterprise Fund: \$90,566; Private/Federal Funds: \$17,723,801; Capital Outlay: \$111,961,002

Agency Mission

The Office of Policy and Management (OPM) reports directly to the Governor and provides information and analysis that the Governor uses to formulate public policy goals for the state. OPM also assists state agencies and municipalities in implementing policy decisions on behalf of the people of Connecticut. OPM prepares the Governor's budget proposal and implements and monitors the execution of the budget as adopted by the General Assembly and signed by the Governor.

2014 – 15 Accomplishments

Following is a list of various accomplishments by OPM for FY 2015, divided by subject matter:

Office of the Secretary:

- Served as Treasurer and Finance Committee Chair for the Board of Access Health CT, the state's Health Insurance Marketplace under the Affordable Care Act.
- Served as Chair of the Integrated Eligibility Project Management Office, which is working with the Department of Social Services and Access Health CT to implement new shared systems for income-based health programs, enabling a No Wrong Door approach for Connecticut's major public assistance and health care programs.
- Continued to serve as Treasurer of the Capital Region Development Authority, which is on pace to double the supply of downtown housing within the first few years since it was created by statute.
- Continued to serve as Chair of the Personal Care Attendant Workforce Council, which was established to study issues relating to the recruitment and retention of personal care attendants, develop a plan to improve the quality and availability of personal care attendants, and establish standards for wages and benefits for personal care attendants.
- Chaired the Labor Management and Transformation Committees and continued to work with agencies on achieving the goals of the agreement with the State Employee Bargaining Agent Coalition.
- Serves on the Juvenile Justice Policy and Oversight Committee, which was established to evaluate policies related to the Juvenile Justice system and the expansion of juvenile jurisdiction to include persons sixteen and seventeen years of age.
- Secretary or his designee served on approximately 130 different Boards, Commissions, Councils, and Task Forces.

- Lends support to the state Tax Panel.

- Currently the Open Data Portal (<https://data.ct.gov>) contains over 300 individual datasets, more than 15 million rows of data, and has been accessed over 1 million times. Over the past year, two new features have been implemented to enhance the Open Data Portal. The first, is a new data visualization tool that provides multiple interactive views of a dataset (such as charts, maps, search, and tabular) through a single page, providing additional context and analytical capabilities for both state agencies and public users. The second, is a new data integration hub that has been developed by the Department of Administrative Services, Bureau of Enterprise Systems and Technology and is available to agencies at no cost. This new hub streamlines an agency's ability to publish data to the portal allowing for automated updates to datasets, and reducing the burden on agency staff to perform the updates manually. Finally, in accordance with Section 6 of Executive Order 39, the Chief Data Officer has established an Open Data Policy for state agencies that provides additional guidance and direction for the initiative. The policy was adopted based on input from the Open Data Advisory Panel, state agencies, and the public.

- In October 2014, OPM commenced an examination of the operations at the Teachers' Retirement Board (TRB) in accordance with a Memorandum of Understanding entered into by OPM and TRB. The OPM staff examined the findings of the Auditors of Public Accounts' audit report and took corrective action to implement improvements and new policies and procedures. Internal accounting controls were established, key fiscal personnel, additional support staff were hired, and technical training was provided to new and existing staff. At the end of fiscal year 2015, the examination was nearing completion. It is anticipated that adjustments to some accounts will be recommended by the OPM staff to accurately restate the account balances.

State Budget:

- Provided operational, analytic and management support to the Secretary and Governor in implementing the budget for fiscal year 2015. Developed and implemented three

rounds of rescissions, provided hiring and expenditure guidance to agencies, and developed deficiency legislation to help address a mid-year operating shortfall. These management actions mitigated the vast majority of the shortfall.

- Produced the Governor’s recommended biennial budget for fiscal years 2016 and 2017, and provided support to the Secretary and staff of the Governor’s office during the 2015 regular and special legislative sessions. Assisted in negotiating and producing the final operating and capital budgets for the 2016 and 2017 biennium as well as associated implementing legislation.
- Developed budget components for several significant policy initiatives adopted in the final budget, including a major transportation infrastructure improvement initiative (Let’s Go CT!) and significant criminal justice reform (Second Chance Society) which were both successfully enacted during the 2015 legislative session.
- Administered and supported meetings of the Finance Advisory Committee and state Bond Commission, and the panels reviewing the state’s tax structure and transportation financing alternatives.
- Continued to add value to national discussion on state financing topics through an Executive Committee (board of directors) role on the National Association of State Budget Officers (NASBO), and through significant input to NASBO reports such as “Driving Better Outcomes: Principles to Inform Higher Education Finance Policy,” and “Budget Processes in the States.”

Criminal Justice:

- Developed funding sources for the Governor’s priority initiatives including violent crime prevention and intervention, gun crime enforcement, and information technology for the criminal justice system.

- Assisted executive branch agencies, Judicial Branch and local governments with ensuring compliance with Violent Crime Control Act, Civil Rights Act, Violence Against Women Act and federal mandates pertaining to criminal justice system policies and practices.
- Chaired and staffed interagency initiatives to improve the criminal justice system response to violent crime including gun violence, drug crime, domestic violence and sexual assault crime. Coordinated with state and local agencies and providers to develop specialized law enforcement units and community-based services to reduce the incidence of violent crime. Assisted local governments in developing and sustaining regional efforts to enforce drug and firearms laws.
- Served as state government's central point of coordination on policy issues to address major crime areas. Developed the state's policy priorities and implementation plans to reduce domestic violence homicides, monitor sex offenders, increase access to services for underserved populations, reduce high-risk cases and improve criminal justice system services for victims.
- The number of murders in Connecticut remains at near-historical lows. The state Police report that in 2014 there were 88 murders in the state, 32% fewer than in 2011. The 2014 data represents the third lowest total for statewide murders in 40 years. During the last two years, we have witnessed the lowest two-year total for murders on record.
- According to the FBI, reported "Index Crimes" (crimes involving victims, i.e. murder, rape, robbery, aggravated assault, burglary, larceny, motor vehicle theft and arson) dropped 18% in Connecticut between 2008 and 2013. Preliminarily, the number of 2014 index crimes reported in Connecticut appears to be down significantly again this year. Connecticut State Police report a 7% drop in property crime and a 3% reduction in violent crime, compared to 2013. The 80,298 Index Crimes reported in 2013 represent the lowest total since 1968. The tentative number for total reported Index Crimes in Connecticut in 2014, is 77,388. In each of the state's three major cities, violent crime was down in 2014

compared to 2013. In New Haven it dropped by 15%, in Hartford by 6% and in Bridgeport by 4%.

- The total number of statewide arrests for all crimes (Index and non-index crimes combined) has dropped 27.3% between 2009 and 2014, further underscoring the drop in crime generally. In 2009 there were 124,249 arrests statewide. In 2014 there were 90,310. This year, total arrests as of July 1 are running approximately 9% lower than last year.
- As reported last year, overall recidivism among inmates leaving prison has dropped significantly in recent years. The rate at which offenders returned to prison within three years dropped by 15% between 2005 and 2011. For the same years, the rate of re-arrest - opposed to the rate of re-incarceration – declined by 12%. Those trends appear to be continuing for prison releases that occurred in 2012 and 2013. OPM will be publishing recidivism analysis on more recent cohorts of offenders in February 2016.
- PA 15-2, June Special Session, changes the penalty for drug possession from an unclassified seven year felony to a class A misdemeanor (one year in jail maximum) effective October 1, 2015. As of August 28, 2015, there are 513 prisoners where the controlling offense is Possession of Narcotics, 21A-279. It is worth noting that on June 30, 2010, 783 people were incarcerated on that charge, representing a 34% decline over five years. The law also provides for “Expedited Parole Hearings” for non-violent, no victim cases.

Legislative Affairs:

- Provided a broad range of support for the Governor’s legislative proposals, including initial policy development, working with the General Assembly to advance the Governor’s bills, and helping to implement new laws as passed.

- Collaborated with the General Assembly and the Governor's office to secure passage of key bills supporting the Governor's agenda. Most notably this included passage of a biennial budget, criminal justice reforms, and the funding for the planning and development of the Let's Go CT! transportation initiative.
- Worked closely with state agencies on their legislative proposals. With the Governor's office, the Legislative Affairs staff reviewed each state agency's package of legislative proposals, met with agency heads, reviewed and approved public hearing testimony, and helped manage agency legislative activities. Ensured agency actions were coordinated with the policies of OPM and the Governor.
- Monitored, worked with and advocated before several General Assembly committees, chiefly the Appropriations Committee (and its subcommittees), the Finance, Revenue and Bonding Committee (and its subcommittees), and the committees on Planning and Development, and Judiciary. Legislative Affairs staff also provided support to the Governor's office in other areas as was needed.
- Worked closely with Governor's office to review all legislation proposed by the General Assembly and inform legislative leaders of our positions.
- Provided information to media outlets, legislators, General Assembly staff and the public to explain and support the Governor's proposed budget, the enacted budget, and the impact of legislative proposals. Responded to daily requests for information about state government and the impact of potential federal actions. Worked closely with the Governor's communications office to ensure a consistent and effective message.
- Gathered and helped evaluate requests by legislators and others for state Bond Commission approval.

- Evaluated and made recommendations concerning applications for assistance from the Small Town Economic Assistance Program.
- Worked with various state agencies to address problems faced by municipal-governments and other applicants for assistance, permits or funding.

Health and Human Services:

- Chaired and staffed the Tobacco and Health Trust Fund's activities in 2015, including meetings to develop recommendations to disburse \$3.5 million for anti-tobacco efforts in Connecticut. Presented the Board's proposal to the legislative committees of cognizance and secured legislative approval. A Request for Proposal was released earlier this year to solicit proposals for 2015 programs and services to lower the rate of tobacco use in the state and prevent the initiation of tobacco use among youth and young adults through state and community interventions, mass-reach health communications, and cessation programming. A program evaluation component will also be funded. Contractors are anticipated to be selected by the end of July 2015 with a potential program start date of December 1, 2015.
- Oversaw the Nonprofit Collaboration Incentive Grant Program (NCIP). Recently the Policy Development and Planning Division (PDPD) completed the final round of Request for Applications for the program and is in the process of developing grant awards with eight new grantees. To date, the state invested \$5 million to support 18 nonprofit organizations under this program. NCIP grants are supported through state bond funds. These funds provide grants for one-time infrastructure costs to implement consolidations of programs and services resulting from the collaboration between two or more nonprofit organizations. Grants were awarded for technology enhancements, transportation, and facility improvements to increase efficiency and lay the groundwork to integrate business functions.

- Released in October 2014, the Governor’s Immediate Action Plan to Enhance the Behavioral Health System for Children in Connecticut was developed to increase capacity in Connecticut’s behavioral health system for children, including addressing the unique treatment needs of children with autism spectrum disorder and behavioral health challenges. Consistent with national trends, hospital emergency departments in Connecticut have seen annual increases in the number of youth presenting with behavioral health issues. These increases, partnered with seasonal patterns of increased utilization, have resulted in emergency department discharge delays, particularly during peak periods in the spring. By reviewing and analyzing existing data, the causes of the discharge delays and other “bottlenecks” that negatively impact the flow of the system were identified and the developed recommendations were targeted to help ameliorate these conditions. PDPD worked with state agencies to implement the plan, including passage of a Governor’s bill to enhance commercial insurance coverage for children with autism spectrum disorders.

- Continued to implement the Connecticut Partnership for Long-Term Care, the state’s public/private partnership with private insurers which educates Connecticut residents about long-term care planning and provides an innovative financing option. This past year, significant numbers of Connecticut residents applied for and purchased Partnership-approved policies with the program surpassing the 59,000 mark for policies purchased. The Partnership estimates it has saved Medicaid over \$21 million in long-term care expenses since the Partnership was implemented in 1992. This past year, the Partnership also revised its regulations to provide more affordable long-term care policies for consumers while also putting in place greater consumer protections for policyholders. The Connecticut Partnership, the first program of its kind in the country, has now been implemented by 41 other states. In addition, coordinated a multi-agency effort to address nursing home rebalancing by making assisted living services available in state-funded congregate housing sites, federally-funded HUD housing facilities, private pay assisted living facilities and subsidized assisted living communities in Glastonbury, Hartford, Middletown, and Seymour as part of the Assisted Living Demonstration project.

Over 800 residents were actively enrolled in these programs as of June 30, 2015 and over 3,300 residents have been served to date.

- Coordinated the development and legislative approval of eight federal block grant allocation plans plus one special block grant for disaster relief from Hurricane Sandy. In total, these plans provided over \$150 million in federal funding for health, human services, energy, housing, and economic development projects in Connecticut.

- Chaired and staffed the Interagency Council on Affordable Housing. Completed a status update on implementation of recommendations to address identified barriers, began discussion of analyzing effectiveness of state housing programs, and provided a presentation of the plan proposal for the 2015 Point-in-Time Count, which included funding for the first statewide youth homelessness count. In addition, continued to coordinate the state's interagency efforts to develop permanent supportive housing as a successful and cost-effective solution to homelessness. OPM worked with Governor Malloy to develop and secure legislative adoption of his FY 16-17 housing initiatives including: \$1 million in each fiscal year to fund wrap-around services for chronically homeless individuals, in order to meet the goal of eliminating chronic homelessness by the end of 2016; \$6 million over two years to fund rental subsidies and wrap-around services to increase the number of individuals served by the CT Collaborative on Re-Entry (formerly known as "FUZE") to a total of 400; and \$30 million in capital funds over the biennium to fund a homeless prevention and response fund that will provide forgivable loans and grants to landlords to renovate multifamily homes in exchange for the units being used for scattered site supportive housing or participation in a rapid re-housing program.

- Continued active involvement in various federal and state health reform initiatives, including the State Innovation Model (SIM) grant. Under the leadership of Lieutenant Governor Nancy Wyman, PDPD contributed to the federal SIM application including preparation and drafting of the budget narrative for federal submission and response to

subsequent federal inquiries and preparation of necessary revisions. As a result of the application, Connecticut was awarded a four-year, \$45 million SIM Test Grant from the federal Center for Medicare and Medicaid Innovation in late 2014 to reform Connecticut's current healthcare system to move from a volume-centered system to one centered on accountable care and Health Enhancement Communities. OPM is participating on the Steering Committee of this effort as well as the Governor's Health Care Cabinet.

Legal Affairs:

- Provided a broad range of support for the Governor's legislative proposals, including drafting, policy development and helping to implement new laws and Executive Orders as passed.
- Collaborated with the General Assembly and the Governor's office to secure passage of key bills supporting the Governor's agenda. Most notably passage of a new biennial budget (FY 16 and FY 17).
- Successfully negotiated legislative and contractual data security language to better protect confidential data of Connecticut citizens from breaches. These changes require state contractors and others to take specific steps to prevent confidential data breaches and to provide consumers with identity theft protection in the case of a breach.
- Played a key role in the state's acquisition of ten additional acres of land adjacent to the Pratt & Whitney Stadium at Rentschler Field, East Hartford (Stadium) from United Technologies Corporation, complementary Parking Easements and a Non-Exclusive Naming Rights Agreement. The addition acreage was acquired in support of the state's Stadium parking.
- Collaborated with the Attorney General's Office in providing responses to plaintiffs' Requests for Production in the Connecticut Coalition for Justice in Education Funding litigation in preparation for an October trial date. This included extensive collaboration

with agency Technology staff to build a search tool to locate responsive records as a result of a deficit in the search capabilities of the new Microsoft Outlook software.

- Collaborated with the Attorney General's Office, Office of the Governor and Department of Education in negotiating a one-year stipulated agreement with *Sheff* plaintiffs that required the parties to engage in mediation to identify an end-goal. Assisted in the development of the state's strategy for mediation and participated in the mediation sessions. Continue to collaborate in the state's continuing efforts to close the achievement gap and increase the number of reduced-isolation settings in Connecticut schools while bringing an end to Court oversight in this case.
- Continue to assist with contract amendments and administration efforts related to the 21CT, Inc. contract which implements a program to assist the state in detecting fraud, waste, and abuse in the Department of Social Services Medical Assistance Program.
- Oversaw the development of a Memorandum of Understanding with the University of Connecticut (UConn) that will be instrumental in assisting UConn to comply with Connecticut Environmental Protection Act requirements and allow UConn to proceed with its Next Generation development of the Storrs campus.
- Helped develop contracts to implement law allowing use of federal New Market Tax Credits. Worked with Department of Economic and Community Development staff and outside counsel to coordinate effort to obtain New Market Tax Credits for a large social services agency in Danbury.
- Negotiating a Memorandum of Agreement with the Mohegan and Mashantucket Pequot Nations to allow the state to move forward with the implementation of Keno without jeopardizing the state's compacts with the tribes.

- Negotiated an Urban Act Grant-In-Aid for an Urban Development Project with the City of Milford and continue to assist the Department of Transportation and the Department of Economic and Community Development, respectively, with other Urban Development and Transit-Oriented Development (TOD) projects.

Transportation Policy and Planning:

- Served as the administration's lead negotiators with members of the Legislature and the maritime industry on drafting legislation providing the new Connecticut Port Authority the appropriate powers, responsibilities, support, and internal structure to be a successful quasi-public agency, the purpose of which is to support Connecticut's ports and harbors and overall maritime industry functions throughout the state.
- Organized and continue to assist the Governor's Transportation Finance Panel in all matters – from fielding policy and budgetary questions to interagency cooperation and meeting and travel logistics – as the Panel meets to consider how best to fund and bolster revenue for the Special Transportation Fund, in order to pay for the much-needed maintenance and modernization of Connecticut's transportation infrastructure.
- Partnered with the City of Milford in order to properly process and grant state funds to the City for its procurement of land in downtown Milford. This land will be used to ease parking constraints around the Milford Train Station and downtown Milford, and later stages may involve additional TOD. Continue to work with the City and OPM's legal staff to finalize the grant-in-aid agreement. Also, created a new process called the Environmental Assessment Review, through which OPM is able to be the lead agency on certain municipal grant projects and conform to Connecticut Environmental Protection Act requirements.
- Spearheading interagency efforts to coordinate and focus agencies' TOD initiatives and create better TOD policy statewide. Subcommittee agencies consist of: OPM, the

Department of Transportation, the Department of Energy and Environmental Protection, the Department of Economic and Community Development, the Department of Housing, and the Connecticut Housing Finance Authority.

- Assisted the Legislative Affairs Division and the Governor's Office throughout the 2015 legislative session, successfully working together on the Governor's priority transportation bills and other transportation-related legislation. Also, worked closely with the Department of Transportation on the creation and roll-out of Governor Malloy's transportation vision and Let's GO CT! initiative.

Labor Relations:

- Negotiated a three year collective bargaining agreement for the NP-1 State Police bargaining unit; a one year extension for the Correction Supervisors NP-8 collective bargaining agreement; and an agreement for Motor Vehicle Lieutenants.
- Negotiated an agreement on NP-2 SCOPE Appeals.
- Launched a mediation initiative, starting with NP-4 Corrections unit, to reduce the backlog of grievances, which resolved 281 grievances resulting in a substantially reduced payout to employees and significant cost avoidance with respect to grievance arbitration.
- Provided training sessions for executives, new managers and human resource professionals. Tailored training to be used with individual agencies and an integral part of the Department of Administrative Services certificate program.

Finance

- Continued the operation of the Information Technology Capital Investment Program, involving capital budget appropriations of \$150 million from FY13-FY15. The fund is used

to modernize the state's information technology infrastructure and making the state more user-friendly, efficient and transparent. Twelve new projects were funded in FY15 bringing the total to 39 active and completed projects. Projects funded include those related to: implementing the most up-to-date biometric identification technology related to criminal history and checks; enabling the expanded use of mobile technology to allow field staff to operate more efficiently; and streamlining the process through which individuals who need long term supports in lieu of nursing home care can apply for and receive such services. *Government Technology* magazine has recognized the state's efforts to make agency business processes and systems timelier, effective, efficient and responsive through technology investments and by the utilization of Lean process improvement techniques.

- Worked with the Comptroller's Office and UConn to fund and commence the project to have UConn's human resource and payroll functions operate within Core-CT and to populate Core-CT, the state's financial management system, with UConn financial information in order to enhance efficiency and transparency.

- Continued the implementation of the Nonprofit Grant Program (NPG), which funds capital projects for nonprofit health and human services providers. These projects enable community-based providers to undertake energy efficiency, building improvement, information technology and other capital improvement projects that create efficiencies and service delivery improvements. Approximately \$40 million in NPG funding has been awarded, involving over 275 projects. In June 2015, OPM received over 400 applications from nonprofit providers totaling \$120 million in regard to the \$30 million available for the next round of NPG funding.

- Expanded the LeanCT program, a statewide process improvement initiative mandated by the Governor. OPM leads the Statewide Process Improvement Steering Committee, a group of 15 state agency members who provide guidance and oversight for projects

statewide that are making state agency business processes and systems more timely and responsive to customers.

- Working with the Department of Administrative Services and the Capital Region Development Authority in regard to the programming, space planning and renovation needed to relocate over 2000 state employees from the State Office Building and 25 Sigourney Street to the newly acquired building at 450 Columbus Boulevard. The relocation of the state employees is scheduled for 2017.

Intergovernmental Policy

- As part of its core mission, the Intergovernmental Policy Division (IGP) coordinates grants to municipalities for support of day-to-day operations, tax relief for at-risk populations, and special projects of local and regional significance. Additionally, IGP collects and shares comparative information for use by towns, cities, citizens, and other stakeholders to benchmark local government performance and enhance efficiencies. IGP also reviews plans sponsored by other state agencies to ensure their compliance with the State Plan of Conservation and Development as well as the underlying principles of responsible growth.
- In FY2015, IGP administered \$362M in state aid through formula grant programs, including the Local Capital Improvement Program (LoCIP), Payment in Lieu of Taxes (PILOT) programs for State-Owned Property and for Colleges and Hospitals, and the Mashantucket Pequot and Mohegan Fund grant. The division also processed more than \$55M in property tax relief programs benefitting both individuals and businesses.
- IGP staff coordinated the state's participation in the National Disaster Resilience Competition, a billion-dollar federal initiative to encourage both broad policy initiatives around resilience and support innovative strategies to better protect areas damaged by prior storms. Connecticut submitted a highly-rated application for Phase 1, which has

allowed us to continue onto Phase 2 of this competitive process. Connecticut's application has identified transportation corridor protection and TOD as a primary strategy, creating opportunities for significant synergies and cross-disciplinary considerations based on Governor Malloy's transportation initiatives. Progress in this arena, including the development of the state's first comprehensive resilience plan, will encourage the right growth in the right places without retreating from the natural resources that are so important to residential, institutional, and corporate investments in the state.

- As part of this synergistic approach, IGP awarded a total of \$1,500,000 to assist 11 municipalities with their planning efforts to link economic and community development opportunities to areas within ½ mile of existing or planned bus and rail stations so that families and individuals of all ages and incomes have convenient access to housing, jobs, and other amenities and services without having to rely solely upon automobiles.
- One of IGP's most popular programs is the Small Town Economic Assistance Program (STEAP), which uses targeted investments for economic development, community conservation and quality-of-life capital projects in Connecticut's towns. As STEAP grants may be administered by other agencies, IGP has created a new interagency file sharing environment in which information sharing on the eligibility and status of projects is enhanced. In FY2016, IGP will initiate a webinar on STEAP and a "STEAP Success Stories" web page as supplements to its regular series of information sessions.
- IGP has issued the 2009-2013 edition of the Municipal Fiscal Indicators guide, an online compendium of the most current financial and economic data available for our towns and cities. One of the most eagerly-awaited annual publications in town halls across the state, the Municipal Fiscal Indicators identify current data and trend analysis in areas including: revenues, expenditures, fund balance, and debt obligations; per capita income and unemployment rates; property taxes and mill rates; and contribution rates to pension and medical funds.

- One tool required to assist municipalities in truly benchmarking their expenditures and expenses will be the Uniform Chart of Accounts (UCOA). A joint effort of OPM and the Department of Education that originated from recommendations made by the legislature's Municipal Opportunities and Regional Efficiencies (MORE) Commission, the UCOA is intended to standardize the way municipalities and school districts record and report their financial information, which will allow the state and local governments to better analyze service costs, identify gaps and potential cost savings, and provide a benchmarking tool to evaluate and compare communities to one another. IGP awarded grants totaling nearly \$400,000 for 16 municipalities and school districts to convert their financial accounting systems from using individualized local charts of accounts to the state's newly-developed UCOA. The UCOA is intended to go online during FY2016.

- IGP also awarded seven Regional Performance Incentive Program grants totaling \$1,250,000 to Regional Councils of Governments (RCOGs) for the study and implementation of inter-municipal or regional shared services, such as the cooperative purchase of mobile material screeners, a regional data center, and regional economic development services, as well as nearly \$800,000 to 30 municipalities and one RCOG to cover the cost of connecting their respective central administrative facilities to the state's fiber-optic Nutmeg Network. The intention of the Nutmeg Network is to expand the number of users on the network beyond local schools and libraries, so that greater efficiencies and cost savings can be achieved, particularly with regard to regionally-supported back office services.

Administrative:

- The Human Resources Unit has made great strides in automating and streamlining the orientation program for new employees, which is now done online. This useful tool is available for employees year round and saves valuable resources by providing this

information electronically to new employees as well as current employees seeking a refresher on the information.

Information Reported as Required by State Statute

- In accordance with the grant requirements set forth by the Federal government, OPM's designated equal employment opportunity officer submitted OPM's Equal Employment Opportunity Plan (EEO) Utilization report to the U.S. Department of Justice. On May 4, 2015 the Office of Civil Rights, Office of Justice Programs reviewed and approved OPM's EEO Utilization report. The approval is in effect for two years and satisfies the EEO requirement for any subsequent grant awards received during this two-year period.
- OPM's Affirmative Action Plan for the period July 1, 2013 through June 30, 2015 is due to the Commission on Human Rights and Opportunities on October 30, 2015. During this reporting period, OPM achieved 80% of its short-term hiring goals, 50% of its long-term hiring goals, and 100% of its promotional goals. OPM is committed to maintaining a workplace environment that is conducive to the well-being of all individuals and requires new employees to attend diversity, sexual harassment prevention, and workplace violence prevention training. In order to make every good faith effort to achieve parity in the workforce, OPM utilizes affirmative action measures in all stages of the employment program. These measures include providing outreach recruitment for vacancies where there is no existing certification list (exam or mandatory candidate).
- Thirteen students participated in OPM's Internship program, representing eleven different colleges and universities.
- OPM significantly exceeded Small/Minority Business Enterprise and Minority Business Enterprise goals for the fiscal year.

For further information on OPM activities, visit the OPM website at <http://www.ct.gov/opm>.