

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

**CONNECTICUT STATE EMPLOYEES' CAMPAIGN  
COMMITTEE MEETING MINUTES  
Tuesday, February 21, 2017**

Office of the State Comptroller, 2<sup>rd</sup> floor Conference Room  
55 Elm Street, Hartford  
1:40 pm – 2:16 pm

**MEMBERS PRESENT**

Cindy Cannata (*FOI*)

Valerie Clark (*OPM*)

Peggy Gray, *VICE CHAIR (Comptroller)*

Jacqueline Henry-Rafiq (*DOT*)

Charles Kistler (*State Retiree*)

Tim Newton *CHAIR (Correction)*

Joshua Scollins (*DAS*)

**MEMBERS EXCUSED**

Kathleen Gensheimer (*Judicial*)

Sheila Hummel (*DECD*)

Kristen Miller (*Legislative Mgmt.*)

Ina Wilson (*Education*)

**CAMPAIGN STAFF**

Jan Gwudz (*Director*)

Joyce LeBaron (*Coordinator*)

**GUEST**

Jacqueline Kozin (*Comptroller's Office Staff*)

**Meeting Called to Order --- Meeting Summary --- Tim Newton**

Chair Tim Newton called the meeting to order at 1:40 p.m.

The minutes from the December 13, 2016 and December 28, 2016 meetings were approved, and unanimously accepted.

**Campaign Update --- Jan Gwudz**

Jan Gwudz reported that to date, \$1,141,111 has been pledged; this includes \$23,639 in retiree donations. Reporting on the BJs promotion, the campaign has received 290 applications; March 3<sup>rd</sup> is the last day to participate.

Jan passed around a pink sheet showing who won the Agency Recognition Awards for the 2015 Campaign so that suggestions could be discussed regarding the awards for the 2016 Campaign to be presented at the Recognition Luncheon in May. A discussion ensued with various suggestions. Finalizations will be made at a later date. Admonition was made to keep the names and agencies confidential.

**Random Selection of Federation for Audit in April --- Tim Newton**

Peggy Gray announced that the random selection of a Federation to be audited has been completed and the selected organization will be notified on April 1st. The review will be held after April 15 and will be scheduled at the March meeting.

### **Discussion on PCFO changes for 2017 Campaign --- Jacqueline Kozin**

Comptroller Lembo's representative, Jacqueline Kozin announced that the present PCFO is not renewing its bid for contract to manage the Campaign. Jacqueline shared an overview sheet that she passed to all present. She explained that new legislation is being prepared to modernize how the campaign works, with the outcome being the creation of a digital campaign. The new legislation will no longer be using the term "PCFO" (Principal Combined Fundraising Organization) but rather "TPA" (Third Party Administrator), allowing greater flexibility in selecting the TPA and expands the language to include the term "consultant." Charities would also be allowed to participate independently in the Campaign, and would require the Campaign Committee to ensure participating charitable organizations are compliant with requirements of participation. It will also cap fees that are deducted from donations at 15%. Jacqueline encouraged any questions be sent to her via email.

### **Around the Table Discussion — Tim**

- Cindy Cannata reported that Freedom of Information Commission is at 90%. During this campaign, envelopes were delivered to Cindy She stated that she "loved working with all the agencies and thought that the system worked well."
- Valerie Clark said that unfortunately many of the big givers in her agency were lost due to retirements.
- A general discussion ensued regarding how to get information about the Campaign to new employees, through either the Human Resources hiring process, or by encouraging coordinators to seek out new employees.

### **Campaign 2017 Goal — Tim Newton**

The Committee decided that the goal for the 2017 Campaign should be \$1.1M.

### **Adjournment — Tim Newton**

Since there was no further business, a motion was made and passed to conclude the meeting at 2:16pm.

**NEXT MEETING: March 14, 2017 at 1:30pm**

*(Respectfully submitted by Joyce LeBaron)*