

FINANCE, OPERATIONS AND COMPENSATION COMMITTEE
of Connecticut Innovations, Incorporated
Minutes – Special Meeting
Monday, June 3, 2013

A special meeting of the **Finance, Operations and Compensation Committee of Connecticut Innovations, Incorporated** (the “Finance Committee”) was held on June 3, 2013, at the office of Connecticut Innovations, Inc., 865 Brook Street, Rocky Hill, CT.

1. Call to Order: There being a quorum present, the Finance Committee meeting was called to order at 10:03 a.m. Finance Committee members present: Karen Buffkin (by phone); Joseph Kaliko (by phone); John Olsen (by phone); and Catherine Smith, Chairperson of the CI Board and Commissioner of the Department of Economic and Community Development (“DECD”) (by phone).

Absent: Stephen Nocera, and Christopher Swift.

Staff present: Suzanne Kaswan, Claire Leonardi, Peter Longo, Shelly Mondo, Hil Scott, and Phil Siuta.

2. Approval of Minutes:

The Finance Committee members were asked to consider the minutes of the May 13, 2013 meeting.

In response to a question that arose at the May 13, 2013 meeting, Ms. Leonardi and Ms. Buffkin indicated that CI is still trying to get some reimbursement for the administration of the Stem Cell Research Program but the issue has not yet been resolved.

Upon a motion made by Ms. Buffkin, seconded by Mr. Kaliko, the Finance Committee members voted in favor of adopting the minutes of the May 13, 2013 meeting as presented (Mr. Olsen was not present for the vote).

3. Review of the FY14 Consolidated Operating Budget:

Mr. Siuta reviewed the changes made to the FY14 Consolidated Operating budget as a result of discussions held during the May 13, 2013 Budget Committee meeting. He noted that \$15,000,000 anticipated to be received from the state has been taken out of the FY13 forecast and will be pushed to the FY14 budget. Mr. Siuta explained that the maximum allocation in the FY14 budget for the Ecosystem is to cover contracts in place through September 2013. He noted that the Ecosystem plan for FY14 is still being discussed, and a final plan with specific allocations will be presented to the Board.

Mr. Siuta explained the comparison of fringe benefits. A discussion ensued on whether CI staff is getting the same benefits as state employees. A suggestion was made to pursue legislation in the future to include CI employees as unclassified state employees. Before proceeding, there was general consensus for staff to develop a grid showing all of CI's benefits in comparison with benefits of state employees to determine a course of action, if any.

The Finance Committee members briefly discussed CI's priorities listed within the budget document. In response to a comment, staff will remove the referral of outreach to venture capitals "outside" of Connecticut. Ms. Leonardi explained the rationale for the priorities and noted that staff intends to accomplish all of the priorities in the next fiscal year. Questions arose about the order of the priorities and whether certain items such as getting funds into companies, building the ecosystem and creating jobs are clearly identified within the proposed strategic objectives of CI. Ms. Leonardi noted that time has been allotted at the next Board meeting to discuss the proposed strategic objectives, goals, priorities and budget in more detail.

Mr. Siuta discussed the changes made to the budget document that break out the cash and non-cash transactions.

Page 9 of the budget will be amended to show the \$90,000 that will be made available from the Department of Economic and Community Development for the SBI Program.

Upon a motion made by Mr. Kaliko, seconded by Ms. Buffkin, the Finance Committee members voted in favor of recommending to the Board the adoption of the FY14 Consolidated Operating Budget for CI (Mr. Olsen was not present for the vote).

4. Revision of Purchasing Procedures:

Mr. Siuta summarized the revisions to the purchasing procedures to reflect the current organizational structure. He indicated that the substantive changes include amendments to authorized signatories for certain documents and the requirements for personal service agreements. In response to a question, Mr. Siuta confirmed that all basic controls remain in place.

Upon a motion made by Ms. Buffkin, seconded by Ms. Smith, the Finance Committee members voted in favor of approving the revisions to the purchasing procedures as presented (Mr. Olsen was not present for the vote).

5. **Adjournment:** Upon a motion made by Ms. Smith, seconded by Ms. Buffkin, the Finance Committee members voted in favor of adjourning the June 3, 2013 meeting at 10:27 a.m.

Respectfully submitted,

Christopher Swift
Chairperson of the Finance,
Operations and
Compensation Committee