

**Recovery Accountability and Transparency Board**  
**1717 Pennsylvania Ave, Suite 700**  
**Washington, DC 20006**

**Minutes**

A meeting of the Recovery Accountability and Transparency Board was held in Washington, D.C, on Friday, July 17, 2009 at 1:00 p.m. and continued until 3:00 p.m.

**PRESENT**

**Board Members:**

Earl E. Devaney, Chairman, Recovery Accountability and Transparency Board  
Calvin L. Scovel, II, Inspector General U.S. Department of Transportation  
Daniel Levinson, Inspector General, US. Department of Health and Human Services  
Todd J. Zinser, Inspector General, U.S. Department of Commerce  
Mary Mitchelson, Acting Inspector General, U.S. Department of Education  
J. Russell George, Treasury Inspector General for Tax Administration  
Richard Skinner, Inspector General, U.S. Department of Homeland Security  
Eric M. Thorson, Inspector General, U.S. Department of Treasury  
Gregory H. Friedman, Inspector General, U.S. Department of Energy  
Gordon S. Heddell, Inspector General, U.S. Department of Defense

**Board Staff:**

Glen Walker, Executive Director  
Eric M. Lippold, Secretary  
Jennifer Dure, General Counsel  
Ed Pound, Director, Communications  
Michael Wood, Director, Recovery.gov  
John Higgins, Assistant Director, Audits, Evaluations and Inspections  
Douglas Hassebrock, Assistant Director, Investigations

**Presenter(s):**

Carolyn Croak, U.S. Department of Commerce, Office of Inspector General, Recovery Act Task Force, Staff Director  
Judy Gordon, U.S. Department of Commerce, Principal Assistant Inspector General for Audit and Evaluation

Mr. Devaney called the meeting to order at 1:00 p.m.

Mr. Thorson asked that the July 2, 2009 minutes be removed from the consent agenda for further discussion. After discussion, Mr. Lippold amended the minutes to reflect the changes requested by members. By unanimous vote of the members present, the Board then approved the July 2, 2009 minutes as amended.

Mr. George, Recovery.gov Committee Chair, provided members with an update on the contract awarded to Smartronix, Inc., a Maryland information technology firm, to redesign recovery.gov. Mr. Wood then explained that the firm fixed competitively bid contract included, but was not limited to the following: redesign and construction of a new website; installation of hardware and software infrastructure; hosting and operations for the website; more robust data storage; an enhanced content-management system; and contract labor support and other features. Mr. Wood further explained that Smartronix, Inc. contract would also include work performed by the following subcontractors: Synteractive Corp. of Washington, D.C. for Data Architecture and Business

Intelligence; TMP government of McLean, Virginia for Website Design; and KPMG of New York, New York for Data Warehousing and Integration.

Mr. Devaney explained that the General Services Administration (GSA) was encouraged to expedite its Freedom of Information Act (FOIA) process to get the contract up on recovery.gov as soon as possible, but that contracts are usually withheld during the bid protest period and there may be things in the contract that are considered proprietary business information. Mr. Devaney stated that Board staff are coordinating closely with GSA to ensure that what gets released is appropriate for release, and that he has asked GSA to consider releasing the contracting immediately following completion of the bid protest period.

Mr. Wood concluded by commenting on the July 9, 2009 Town Hall hosted by the Board and OMB, provided an overview of the latest implementation guidance for recipient reporting as well as the technology solution, and spoke about the introduction of the “Chairman’s Corner,” and enhanced mapping on recovery.gov.

Mr. Scovel, Recovery Funds Working Group Committee Chair, provided members with an overview of the July 14, 2009 Working Group and the July 15, 2009 Committee meetings. Mr. Scovel briefed members on the following: Recovery Funds Working Group decision making process; flash reports; Office of Inspector General (OIG) Reports; OIG Recovery Act plans; data quality initiative; and an update on the entities reporting on the Recovery Act.

By unanimous consent of the members present, the Board approved of the Recovery Funds Working Group revised decision making process.

Members discussed “Flash” and other reports as required by the Recovery Act, and by unanimous vote of the members present, the Board agreed to issue clarifying guidance regarding “flash reports” to the Offices of Inspectors General.

Members then discussed OIG reporting, the data quality initiative, and OIG Recovery Act plans. Members agreed to create a summary reporting template for all OIGs, referred the data quality initiative back to the working group for further discussion, and also referred questions regarding OIG Recovery Act plans back to the committee for further action.

Ms. Croak and Ms. Gordon led a discussion on the Acquisition and Grant Workforce survey designed to review the adequacy of staffing levels, qualifications, and training of personnel responsible for Recovery Act contracts and grants, and presented a national timeline, cover letter and survey instrument for approval by the Board.

By unanimous consent of the members present, the Board approved the Contract and Grant Staffing methodology and timeline, and authorized the initiative to proceed.

Mr. Skinner, Accountability Committee Chair, briefed members on the July 10, 2009, Committee meeting. Members discussed the following: whistle blowers, hotline solutions, data analysis, open-source research, data extraction, predictive analytics, and other oversight activities.

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**Eric M. Lippold**  
**Secretary**