

MINUTES OF MEETING
PUBLIC DEFENDER SERVICES COMMISSION
FEBRUARY 4, 2025

The meeting of the Public Defender Services Commission was convened at 4:42 p.m., at the Office of Chief Public Defender, Rooms 1008/1011, Hartford, Connecticut.

Members Present

Honorable Richard N. Palmer, **Chair**
Michael Jefferson, Esq.
Honorable Russell Morin
Honorable Elliot N. Solomon
Herman Woodard, Jr., Esq.

Others Present

John R. Day, Acting Chief Public Defender
Deborah Del Prete Sullivan, Director, Legal Counsel
Erin M. Ryan, Director of Human Resources
Robert Meredith, Director,
Connecticut Innocence Project/Post-Conviction Unit
Office of Chief Public Defender, Hartford
Leonie Campbell, Executive Assistant to the Commission

Upon motion duly made and seconded, it was VOTED unanimously to approve the minutes of the January 7, 2025, meeting.

APPROVAL OF MINUTES

The Acting Chief Public Defender, John R. Day, provided a report on the retirement of Supervisory Assistant Public Defender, Keith Foren, Waterford/Willimantic Juvenile Matters.

REPORT OF ACTING CHIEF
PUBLIC DEFENDER

The Acting Chief Public Defender, John R. Day, further provided a report on the separation of service of Assistant Public Defender, Zoltan Simon, Stamford-Norwalk Judicial District/Geographical Area 1.

REPORT OF ACTING CHIEF
PUBLIC DEFENDER

Upon motion duly made and seconded, it was VOTED unanimously to go into Executive Session at 4:47 p.m. The reason for convening in Executive Session was in accordance with Section 1-200(6)(A) and Section 1-210(b)(10) of the Connecticut General Statutes to discuss the following: Authorizations to Incur Expenses, Appointments, Reclassifications, Reappointments & Permanent Statuses, Outside Employment Requests, Educational Leave Requests, and Litigation Involving the Commission.

EXECUTIVE SESSION

Other attendees included the Acting Chief Public Defender, John R. Day; Director, Legal Counsel, Deborah Del Prete Sullivan; and Robert Meredith, Director, Connecticut Innocence Project/Post Conviction Unit, Office of Chief Public Defender, Hartford.

The Commission came out of Executive Session at 6:10 p.m.

Upon motion duly made and seconded, it was VOTED unanimously to approve the following Authorizations to Incur Expenses: 2-2025-01; 2-2025-02; 2-2025-03; 2-2025-04; 2-2025-05; and 2-2025-06.

APPROVAL OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to deny the following Authorization to Incur Expenses: 2-2025-07.

DENIAL OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to appoint Attorney John R. DelBarba to the position of Executive Assistant Public Defender, Legal Counsel Unit, Office of Chief Public Defender, Hartford.

APPOINTMENT OF ATTY.
JOHN DELBARBA

Upon motion duly made and seconded, it was VOTED unanimously to appoint Attorney James E. Mortimer, Jr. to the position of Assistant Public Defender, Connecticut Innocence Project/Post-Conviction Unit, Office of Chief Public Defender, Hartford.

APPOINTMENT OF ATTY.
JAMES E. MORTIMER, JR.

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Dejah Whittingham to the position of Public Defender Secretary I, Geographical Area 23 (New Haven).

RATIFICATION OF
DEJAH WHITTINGHAM

Upon motion duly made and seconded, it was VOTED unanimously to approve the tuition reimbursement request of Public Defender Secretary I, Stephanie Salas, Parole Revocation Unit, Office of Chief Public Defender, Waterbury, in accordance with Commission policies and procedures.

APPROVAL OF TUITION
REIMBURSEMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the tuition reimbursement request of Public Defender Administrative Assistant, Verinda M. Birdsong, Training Unit, Office of Chief Public Defender, Hartford, in accordance with Commission policies and procedures.

APPROVAL OF TUITION
REIMBURSEMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the use of funds, up to \$6,000, from the

APPROVAL OF USAGE OF
INNOCENCE FUNDS

Division's Innocence Fund for an exoneree's attendance at the 2025 Innocence Network Conference on April 3-5, 2025, in Seattle, WA.

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to reappoint the following attorneys to a new four-year term: Senior Assistant Public Defender, Charity Hemingway, Geographical Area 12 (Manchester), expiring on 2/6/2029; and Senior Assistant Public Defender, Hilary Carpenter, Geographical Area 14 (Hartford), expiring on 2/6/2029.

ATTORNEY
REAPPOINTMENTS

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to grant permanent status to Supervisory Assistant Public Defender, Lindsey Guerrero, Bridgeport Juvenile Matters, upon the successful completion of her probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to grant permanent status to Supervisory Assistant Public Defender, Lisa Samuelson, New Haven Juvenile Matters, upon the successful completion of her probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Senior Assistant Public Defender, Jennifer Baldwin, Geographical Area 23 (New Haven).

APPROVAL OF OUTSIDE
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Human

APPROVAL OF OUTSIDE
EMPLOYMENT REQUEST

Resources Assistant, Susan Soares, Office of Chief Public Defender, Hartford.

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Social Worker II, Rachel Sponzo, Windham Judicial District/Geographical Area 11.

APPROVAL OF OUTSIDE
EMPLOYMENT REQUEST

There being no further business to come before the Commission, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,

John R. Day
Acting Chief Public Defender