

**MINUTES OF THE
MANAGEMENT ADVISORY COUNCIL
August 16, 2006**

Visit the MAC website at www.ct.gov/MAC

Joe Amend, MAC Chair, called the regular meeting to order at 9:06 a.m.

Approval of Minutes

The minutes of the July 19, 2006 meeting were adopted unanimously, as submitted.

Treasurer's Report

Peter Bucknall reported that there has been no change to the previous balance of 2370.52. The Treasurer's report was accepted unanimously.

Committee Reports

Credentials. In the absence of the Credentials Chair, there was no report.

Old Business

Speakers and Logistics. Suggestions for future speakers included the new Transportation Commissioner and possibly the Chairperson of the State Employees' Retirement Commission.

Meeting with Administration Officials. There was a question regarding the planned approach to the salary compression issue. The question was why a non-statewide approach was under discussion. Joe outlined that the discussion had begun with MAC's recommendation of the statewide approach of raising the maximums of the salary ranges and that the Secretary had indicated a willingness to address "hot spots" only. The Secretary had expressed a concern with the fiscal implications of MAC's recommended strategy in subsequent years. Joe also pointed out that the administration does recognize this as a major problem, but that there has not been any direction taken as yet to resolve it.

Managers Day. No new information was reported.

Web Site /Communications Committee. The calendar on the MAC website has been updated through November 2006. A draft MAC Discussion Center User Guide was submitted to the Executive Committee for a test drive. After a review is complete, the guide will be sent to the entire Council for distribution to State managers. The guide will also be sent through the listserv. There are currently 28 State managers registered to access the Discussion Center.

There was a discussion as to whether or not Agency Heads/Commissioners would have access to the MAC Discussion Center. The group tabled this decision for a later date.

Succession Planning. No discussion on this subject took place.

Other Old Business. The issue of tuition reimbursement was raised and there was a question as to whether agencies could set aside approximately \$1200 per manager for training. Percy stated that he would research this possibility. Joe mentioned that he had not heard from anyone yet about free tuition for State managers through UCONN. He did re-read the section pertaining to the subject and still felt that it was unclear and that he needed to continue to pursue an answer.

New Business

Formation of Task Groups. Joe asked that the entire group think about the formation of task groups and be prepared to discuss and decide on the subject over the coming months. The groups could cover topics such as:

- Methods/Procedures
- Availability of Resources
- Skills Development
- Communication
- Compensation/Performance Evaluation

Anne Macleod pointed out that the Website Committee was a good example of a task group that demonstrated what could be accomplished by a small group. The discussion also focused on the task groups as a way of getting more people involved. A question was raised regarding the inclusion of managers who do not serve on the Council. The general position taken was that it would be beneficial to bring in others who may have experience and knowledge in a particular area that the task group was concentrating on. There was also a suggestion to add this topic to the Discussion Center to draw on a larger audience for ideas and issues. The Council would then need to decide on priority areas.

There was an issue raised about "seasoned" managers who have not been provided access to any managerial training and new managers being offered training through the DAS Learning Center. In response to this issue, DAS is currently seeking information and material towards creating this type of training. It is a long, slow process. The Learning Center is hoping to post information regarding managerial training modules for the Fall and Spring.

Adjournment

The meeting was adjourned at 10:27a.m. The next MAC meeting will be held on Wednesday, September 20, 2006, at 9:00 a.m. at the Department of Transportation in Newington (Conference Room A).

The list of those in attendance at the August 16, 2006 MAC meeting is attached and is hereby made a part of these minutes.

Respectfully Submitted,

Mark Polzella
MAC Secretary
MAC Representative for the
Department of Labor

MAC ATTENDANCE ROSTER
August 16, 2006

| <u>DEPARTMENT</u> | <u>NAME</u> | <u>REP/ALT/GUEST</u> |
|--------------------------------------|---------------------------|----------------------|
| Administrative Services | David Lynn | R |
| Banking | Percy Cave | R |
| Children and Families | Barbara Kleefeld | A |
| Economic and Community Development | Sheila Hummel | R |
| Environmental Protection | Angella Levy | R |
| Firearms Permit Examiners, Board Of | Sue Mazzocoli | Guest |
| Information Technology | Anne MacLeod | R |
| Insurance | Allen Elstein | R |
| Labor | Mark Polzella, Secretary | R |
| Mental Health and Addiction Services | Tom Tokarz | R |
| Mental Retardation | Jadwiga Goclowski | R |
| Mental Retardation | Penny Davis | A |
| Motor Vehicles | Nancy McCorkle | A |
| Policy and Management | Joe Amend, Chair | A |
| Public Works | Jerry Glassman | R |
| Revenue Services | Tom Crafa | R |
| State Library | Bonnie Delaney | R |
| Social Services | Peter Bucknall, Treasurer | R |
| Transportation | Wanda Seldon | R |
| Veterans' Affairs | Babatunde Green | R |
| Veterans' Affairs | Nancy Buturuga | A |