

**MINUTES OF THE  
MANAGEMENT ADVISORY COUNCIL  
October 15, 2008**

**Visit the MAC website at [ct.gov/MAC](http://ct.gov/MAC)**

Peter Bucknall, MAC Chair, called the regular meeting to order at 9:08 a.m. Peter welcomed Rasa Pakalnis as the Representative from the Board of Pardons and Parole.

**Presentation of Children's Books**

Peter suspended the regular agenda in order to allow for the presentation of the children's books to the Department of Children and Families. Wanda Seldon reported that 320 books were donated at Managers Day, and that they spanned preschool to high school level. They are being donated to DCF, for children in their custody, as part of an effort to promote literacy. Wanda introduced DCF Area Director of the Hartford Region, Michael Williams. Mr. Williams thanked MAC and all of the state managers for their generosity. When a child has to be taken into custody, possessions such as toys and books can help ease the transition. DCF is committed to supporting educational progress of children in their care, for example, by enrolling all preschool-aged children in Head Start.

While the books were being brought to Mr. Williams' vehicle, Tom Crafa displayed a slide show from Managers Day 2008.

**Approval of Minutes**

The minutes of the September 17, 2008 meeting were approved unanimously, as submitted. Percy Cave thanked MAC, on behalf of Deputy Commissioner of Banking Alan Cicchetti, for the opportunity to speak to the membership. Deputy Commissioner Cicchetti appreciated the level of interest in his presentation and the questions and discussion that followed.

**Treasurer's Report**

David Lynn, Treasurer, reported that the current balance in the treasury is \$2,576.21. There has been a significant amount of activity in the account related to Managers Day expenses and revenues. There was also a dividend of \$13.78 paid on September 30, 2008. We are expecting reimbursement of \$3,571.00 from the Office of Policy and Management for the expenses they allow, at which point the keynote speaker will be paid a fee of \$2,500.00. The Treasurer's report was accepted unanimously.

**Committee Reports**

Credentials. On behalf of Ellen Carter, MAC Credential Chair, Elise Kremer reported that Rasa Pakalnis is the Representative from the Board of Pardons and Parole. Elise also provided a roster of MAC Representatives and Alternates which Ellen Carter has updated as of September 16, 2008. Ellen is requesting that members review the roster and report to her and to Elise any changes in the membership or contact information.

## **Old Business**

Speakers and Logistics. Elise reported that we have received confirmation that DOT Conference Room B is reserved for all of the 2009 meetings. Wanda Seldon and her staff are thanked for their assistance with the room reservations. Deputy Commissioner of Transportation Albert Martin will speak in November on transportation planning. The Comptroller and Retirement Division have agreed to provide an overview of the State Employees Retirement System. We are asking that, if possible, this presentation be scheduled for either the January 21, 2009 or February 18, 2009 meeting. Brenda Halpin will follow up and let Elise know their availability for one of these dates. A presentation on Geographic Information Systems is also planned, and a speaker is being identified. Peter Bucknall will coordinate this for an open date, once we have confirmation on the scheduling of the Comptroller. There were no suggestions for other speakers or topics, so members were asked to think about this and advise Elise.

Web Site. There was no report this month.

Communications Committee. Tom Crafa provided a diskette with the Managers Day slide show. Percy Cave will arrange for it to be delivered to Anne MacLeod.

Orientation Committee. There were no activities to report.

Managerial Sick Leave Bank (MSLB) Provisions. Dave Lynn provided an update on this matter. A draft has been developed of revisions to the MSLB policy. The draft has been forwarded to the Office of Labor Relations, for their review.

Other Old Business. There was no other Old Business.

## **New Business**

Managers Day 2008 Wrap-Up. Peter reported that there were 259 managers and guests, the largest turnout in years. An evaluation form was distributed and 81 forms were submitted. The response was overwhelmingly positive. Peter provided a summary of the results. In general, attendees were very enthusiastic about the speakers. The feedback on the site and the food service was also very positive. Peter suggested that we stay with the Aqua Turf for next year's event. A tentative date of October 2, 2009 has been discussed with the Aqua Turf. There were not enough handouts from the talk on "What's Toxic, What's Not", but copies will be distributed via the list serv.

Peter thanked Wanda for originating the idea of the donations and coordinating this process. In addition to the books, there are about 35 or 40 cell phones that were collected. The initial plan was for the cell phones to be donated directly to domestic violence shelters. However, Elise was contacted by George Pohorilak, who is the Director of the Office of Statewide Emergency Telecommunications in the Department of Public Safety. Mr. Pohorilak asked that MAC reconsider this plan, and provided a very convincing rationale to consider an alternate way to assist the shelters. After further research, Peter has identified a program that accepts used cell phones and refurbishes them for donation to the shelters. This ensures that the phones are compatible with the advanced 9-1-1 technology now in use in Connecticut. Below is a link to HopeLine, a program run by Verizon that has 8 or 9 shelters in Connecticut to which they donate refurbished phones. It was the consensus of the membership to donate the phones to the HopeLine program.

<http://aboutus.vzw.com/communityservice/hopeLine.html>

Other New Business. Peter indicated that a committee needs to be formed soon for Managers Day 2009. The committee should convene in November or December. It will be a challenge to top this year's event. New members and new ideas are always welcome. Please contact Mark Polzella or Peter if you can serve on the committee or have ideas for the committee's consideration.

Peter has sent an e-mail to Secretary of Policy and Management Robert Genuario, requesting a meeting to introduce the new Executive Committee. Peter also offered MAC's assistance in these challenging economic times. He has not had a reply as yet. Discussion ensued about continuing concerns with salary compression and the potential for further erosion if there is not parity on salary increases. Succession planning is also a continuing concern that was raised.

## **Adjournment**

The meeting was adjourned at 9:54 a.m. The next MAC meeting will be held on Wednesday, November 19, 2008 at 9:00 a.m. in Conference Room B at the Department of Transportation. Deputy Commissioner of Transportation Albert Martin will speak at 10:00 a.m., following the business meeting

The roster of MAC members and the list of those in attendance at the October 15, 2008 MAC meeting are attached and are hereby made a part of these minutes.

Respectfully submitted,

Elise Kremer  
MAC Secretary  
MAC Representative for the  
Department of Public Health

## MAC ATTENDANCE ROSTER

October 15, 2008

<u>Agency</u>	<u>Name</u>	<u>Rep/Alt/Guest</u>
Administrative Services	Dave Lynn, Treasurer	R
Banking	Percy Cave	R
Comptroller	Brenda Halpin	R
Consumer Protection	Elisa Nahas	A
Correction	Don Currey	R
Developmental Services	Jadwiga Goclowski	R
Developmental Services	Tim Lavoy	A
Mental Health and Addiction Services	Bobbi Buckner	R
Mental Health and Addiction Services	James Reed	G
Motor Vehicles	Nancy McCorkle	A
Pardons and Parole	Rasa Pakalnis	R
Public Health	Elise Kremer, Secretary	R
Public Works	Robert Cody	R
Revenue Services	Tom Crafa	R
Secretary of the State	Diane Steir	R
Social Services	Peter Bucknall, Chair	R
Transportation	Wanda Seldon	R
Veterans' Affairs	Chris Beloff	A

## Representatives & Alternates, as of 9/16/08

Chair Peter Bucknall ---Vice Chair Mark Polzella ---Secretary Elise Kremer ---Treasurer Dave Lynn

Agency	First	Last	Pos.	Phone	E-mail
Admin. Services	Dave	Lynn	Rep.	713-5107	dave.lynn@ct.gov
Admin. Services	Peggy	Zabawar	Alt.	713-5246	peggy.zabawar@ct.gov
Agriculture	David	Carey	Alt.	203-874-0696	davcarey@snet.net
Banking	Percy	Cave	Rep.	240-8121	perstein.cave@po.state.ct.us
Banking	Claudia	Helfgott	Alt.	240-8162	claudia.helfgott@po.state.ct.us
Children & Families	Gary	Zera	Rep.	203-281-8305	gary.zera@po.state.ct.us
Children & Families	Barbara	Kleefeld	Alt.	550-6419	barbara.kleefeld@po.state.ct.us
Comptroller	Brenda	Halpin	Rep.	702-3443	brenda.halpin@po.state.ct.us
Comptroller	Sandra	Hurrie	Alt.	622-2514	sandra.hurrie@po.state.ct.us
Consumer Prot.	John	Gadea	Rep.	713-6065	John.gadea@ct.gov
Consumer Prot.	Elisa	Nahas	Alt.	713-6088	Elisa.nahas@ct.gov
Correction	Donald	Currey	Rep.	692-6838	donald.currey@po.state.ct.us
Correction	Linda	Rubin	Alt.	203-271-5130	linda.rubin@po.state.ct.us
Developmental Serv.	Jadwiga	Gocłowski	Rep.	203-294-5048	jadwiga.gocłowski@po.state.ct.us
Developmental Serv.	Timothy	Lavoy	Alt.	263-2506	timothy.lavoy@ct.gov
Econ. & Com. Dev.	Sheila	Hummel	Rep.	270-8105	sheila.hummel@po.state.ct.us
Environ. Protection	Angella	Levy	Rep..	424-3159	angella.levy@po.state.ct.us
Environ. Protection	Denise	Ruzicka	Alt.	424-3853	denise.ruzicka@po.state.ct.us
Human Rts. & Opp.	Epifanio	Carrasquillo	Rep.	566-1770	epifanio.carrasquillo@ct.gov
Human Rts. & Opp.	James	Flynn	Alt.	886-5703	james.flynn@ct.gov
Info. Technology	Anne	MacLeod	Rep.	622-2402	anne.macleod@ct.gov
Info. Technology	Lorraine	Lombardi	Alt.	622-2411	lorraine.lombardi@ct.gov
Insurance	Allen	Elstein	Rep.	297-3826	allen.elstein@ct.gov
Insurance	Richard	Owens	Alt.	297-3933	richard.owens@ct.gov
Labor	Mark	Polzella	Rep.	203-859-3302	mark.polzella@ct.gov
Labor	Carl	Guzzardi	Alt.	263-6369	carl.guzzardi@ct.gov
Ment. Health & AS	Bobbi	Buckner	Rep.	418-6929	bobbi.buckner@po.state.ct.us
Ment. Health & AS	Carl	Shields	Alt.	297-0826	carl.shields@po.state.ct.us
Military	Anthony	Lewis	Rep..	548-3248	anthony.lewis@po.state.ct.us
Military	Thomas	Thomas	Alt.	548-3246	thomas.thomas@po.state.ct.us
Motor Vehicles	Joseph	Lembo	Rep.	203-805-6227	joseph.lembo@dmvct.org
Motor Vehicles	Nancy	McCorkle	Alt.	263-5225	nancy.mccorkle@dmvct.org
OPM	Ellen	Carter	Rep.	418-6218	ellen.carter@ct.gov
OPM	Frank	Intino	Alt.	418-6382	frank.intino@ct.gov
Public Health	Elise	Kremer	Rep..	509-7218	elise.kremer@ct.gov
Public Safety	Barbara	Lynch	Rep.	685-8010	barbara.lynch@po.state.ct.us
Public Util. Control	Peter	O'Neill	Rep.	827-2657	peter.oneil@po.state.ct.us
Public Util. Control	Dana	Kubachka	Alt.	827-2679	dana.kubachka@po.state.ct.us
Public Works	Robert	Cody	Rep.	713-5671	robert.cody@ct.gov
Public Works	Bruce	Cornish	Alt.	713-5760	bruce.cornish@po.state.ct.us
Revenue Services	Thomas	Crafa	Rep.	203-287-5428	thomas.crafa@po.state.ct.us
Revenue Services	James	Norton	Alt.	297-5608	james.norton@po.state.ct.us
Social Services	Peter	Bucknall	Rep.	203-974-8418	peter.bucknall@po.state.ct.us
Social Services	Louis	Polzella	Alt.	424-5508	louis.polzella@po.state.ct.us
Special Revenue	Bette	Jenak	Rep.	594-0514	bette.jenak@po.state.ct.us
Special Revenue	Michael	Janusko	Alt.	594-0531	michael.janusko@po.state.ct.us
State Library	Bonnie	Delaney	Rep.	424-3641	bdelaney@cslib.org
Transportation	Wanda	Seldon	Rep.	594-3119	wanda.seldon@po.state.ct.us
Transportation	Jackie	Ouellette	Alt.	594-3107	jackie.ouellette@po.state.ct.us
Veterans' Affairs	Babatunde	Green	Rep.	721-5882	babatunde.green@po.state.ct.us
Veterans' Affairs	Chris	Beloff	Alt.		chris.beloff@po.state.ct.us

