

STATE OF CONNECTICUT
DEPARTMENT OF ADMINISTRATIVE SERVICES
STATE MARSHAL COMMISSION
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Meeting Was Conducted Remotely Using Microsoft Teams

DRAFT MINUTES
STATE MARSHAL COMMISSION MEETING
August 26, 2021

Commissioner Skyers-Thomas, Vice Chairperson, called the meeting to order at 5:12 p.m. Staff Attorney Sousa advised the participants that the proceedings were being recorded.

Vice Chairperson Skyers-Thomas confirmed all members and persons in attendance, and verified that a minimum 5 voting member quorum was present.

Members present/participating remotely: Vice-Chairperson Shirley Skyers-Thomas; Bryan Cafferelli; Mildred Torres-Ferguson; John Vamos (via telephone); Salvatore Vitrano; Ex-officio (non-voting) Members State Marshal Thomas Burke and State Marshal Lisa Stevenson; Staff Director Doug Moore (non-voting); and Staff Attorney Thomas J. Sousa, Jr. (non-voting).

Members Absent: Hon. Susan Connors and Michael Desmond.

Guests/Members of the public present/participating: State Marshal Elaine Pivitto.

Topics:

1. Minutes: July 22, 2021 Regular Meeting: After discussing the fact that Commissioner Vitrano's name was erroneously not listed in the members present section, following a motion by Commissioner Vitrano, that was seconded by Commissioner Cafferelli, unanimously voted to adopt the corrected minutes of the July 22, 2021 regular meeting.

2. Investigator Position: Staff Director Moore updated the commission on the status of the numerous applications received for the position. The applications are still being reviewed by Human Resources. It is expected that the list of best qualified applicants can be refined so that interviews can be scheduled within the next three weeks. The investigator will be focused on the complaint process, along with numerous other administrative tasks. Ex-officio State Marshal Burke stressed that it will be beneficial for the investigator to attend and participate in the formal training session for the next class of new state marshals.

3. New Marshal Class/Appointment Process: Attorney Sousa detailed the ongoing progress being made to create an online application procedure for new state marshal candidates; the steps taken to administer the exam and interview process; the input recently received from the State Marshal Advisory Board regarding which counties have the most need for new marshals; and a projected optimal class size of 30 candidates.

Commissioner Torres-Ferguson inquired if the public has been notified of the upcoming opportunity to apply for appointment as a state marshal. Staff Attorney Sousa responded that the public has not as yet been notified, but will be through the Connecticut DAS Jobs portal.

Ex-officio State Marshal Burke asked how long the exam results could be retained. Attorney Sousa stated the commission's past practice was to maintain the list for two years.

Staff Attorney Sousa stated that next month he will likely request the Commission vote to authorize a new class of state marshals, and begin the recruitment and training process.

4. Retirement/Resignation/Inactive/Death Updates:

Commissioner Torres-Ferguson made a motion to approve Fairfield County State Marshal Elaine Pivrotto's request to retire effective August 31, 2021. Seconded by Commissioner Vitrano, the motion passed unanimously.

Commissioner Torres-Ferguson made a motion to approve New Haven County State Marshal Bruce Scott's request to retire effective August 31, 2021; and provided he return his badge #473, to issue him a retired badge. Seconded by Commissioner Vamos, the motion passed unanimously.

5. Request to Relocate Out-of-County:

Staff Attorney Sousa provided a summary of State Marshal Joseph Sullivan's request to relocate his residence out of New Haven County. The commission engaged in a discussion of the residency requirements for state marshals, state marshals who were grandfathered after serving as sheriffs, previous disciplinary and enforcement actions, and past practices of the commission. Following the discussion, Commissioner Vitrano made a motion that, whereas New Haven County State Marshal Joseph Sullivan previously served as a deputy sheriff, and has lived and worked in New Haven County for a number of years, that the commission allow him to relocate out of county while he continues to maintain his appointment in New Haven County. Seconded by Commissioner Torres-Ferguson, the motion passed unanimously.

6. Letters to Inactive State Marshals:

Attorney Sousa requested that this topic be postponed to a future date, in order to allow the commission staff to provide proper notice and a due process hearing opportunity to the inactive state marshals.

Commissioner Skyers-Thomas agreed to reschedule this matter for a future meeting.

7. Administrative Updates:

Staff Attorney Sousa summarized the upcoming annual renewals in eLicense and payment of the annual state marshal statutory fee.

The State Marshal Manual revision working group has essentially finished its deliberations. Now Staff Attorney Sousa must complete the administrative process of making the revisions and publishing a draft version of the updated manual for review. Ex-officio State Marshal Burke had questions about whether the manual should be posted on the commission website for public access; and if it is "FOI" able.

Staff Attorney Sousa discussed the upcoming pistol qualification range operations that are scheduled in October 2021.

The Commission, after a motion by Commissioner Torres-Ferguson, seconded by Commissioner Vitrano, unanimously voted to adjourn the meeting.

The meeting was adjourned by Commissioner Skyers-Thomas at 5:49 p.m.