1. Call to Order -- 9:00AM; Present: David Beizer, Matt Borrelli, Jon FitzGerald, Manny Psarakis, Vic Schoen, Lee Williamson

2. Approval of October 5, 2016 Minutes – Mr. FitzGerald moved the Minutes be adopted. Mr. Schoen seconded. The Minutes of October 5, 2016 were adopted unanimously.

3. Case Updates (*indicates Presiding Officer)
   (a) Appeal of Carla Martin (Psarakis*, FitzGerald, Schoen) – The hearing has concluded. A decision is pending.
   (b) Appeal of Linda Lukin (Beizer*, Psarakis, Schoen) – The matter is at hearing.
   (c) Appeal of Pekah Wallace (Schoen*, Borrelli, Williamson) – The scheduled hearing has been postponed at the request of the parties. The matter is being continued.
   (d) Appeal of Vanessa Alvarez (Schoen*, Borrelli, Psarakis) – The hearing is scheduled.
   (e) Appeal of James Poling (FitzGerald*, Borrelli, Williamson) – The hearing is scheduled.
   (f) Appeal of James Mindek – Mr. FitzGerald, Mr. Borrelli and Mr. Schoen were appointed to the Panel, with Mr. FitzGerald designated as Presiding Officer.

4. Administrative
   (a) Meeting dates for 2017 – The following dates were established for the 2017 meetings of the ERB: February 8, 2017; April 5, 2017; June 6, 2017; August 2, 2017; October 4, 2017 and December 6, 2017. All meetings are to commence at 9:00.
   (b) Office orientation – The Board members were given a tour of the new state office building and hearing rooms at 450 Columbus Avenue, Hartford.
   (c) Scheduling of Hearings – The Board members and our administrative assistant reviewed and modified the procedure for scheduling hearings to expedite the process.

5. Remarks -- None
6. Adjournment - The meeting adjourned at 10:45 AM

Next Scheduled Meeting: February 8, 2017

Respectfully submitted,

Lee Williamson, Chairperson