

## Inland Wetlands Management Section & Aquifer Protection Area Program

# 2014 Municipal Staff Forum

### Agenda:

8:30 AM – 9:00 AM	Registration and Coffee
9:00 AM – 9:15 AM	Welcome by DEEP Inland Wetlands Management Section
9:15 AM – 9:30 AM	Welcome by DEEP Aquifer Protection Area Program
9:30 AM – 10:30 AM	Freedom of Information Act Requirements for Municipal Agencies
10:30 AM – 11:00 AM	Refreshments and Networking
11:00 AM – 12:00 PM	Municipal Records Management
12:00 PM – 12:30 PM	Open Question and Answer Session with DEEP
12:30 PM	Adjourn

### Presenters:

Thomas Hennick, Freedom of Information Commission: Tom is the Public Education Officer at the Freedom of Information (FOI) Commission. In that role, Tom travels around the state, conducting FOI seminars and workshops, educating members of the public as well as public officials about their rights and duties under the Act. He also spends a great deal of time on the telephone answering questions about the Act raised by the general public. Tom's background is in journalism. He was a newspaper reporter and editor from 1976-2001.

Lizette Pelletier, Office of the Public Records Administrator: Lizette was recently appointed to the position of State Archivist effective October 3, 2014. For the past 8 years, Lizette worked as Public Records Archivist (Librarian 2) in the Office of the Public Records Administrator. Lizette served as Assistant State Archivist from 1988-1998. Her experience includes 8 years as a records and information management consultant and serving as a project archivist for CIGNA and on the CCSU Polish American Archives.

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