Personal Care Attendant Workforce Council  
Special Meeting  

MINUTES  
October 25, 2013  

Held at:  
Office of Policy and Management  
450 Capitol Avenue  
Hartford, Connecticut 06106  

Members IN ATTENDANCE: Karen Buffkin, Sheila Mulvey, Janet Van Tassel, Kathy Bruni, Greg McMahon, Mary Caruso, Carl Noll  

Invited Guests: Christine Cieplinski  

Called to Order 10:15 AM – Attempt made to contact Priscilla Tone via phone  

➢ Approval of Minutes:  
  o Motion to approve minutes of the meeting August 23, 2013 made and seconded – motion carries and minutes approved  

➢ Discussion of Sub-Committees/Workgroups  
  o Section of Statute that governs Workforce Council passed out by Karen Buffkin.  
  o Discussion regarding 2 separate workgroups.  
  o One group would study issues relating to recruitment, retention, referral and adequacy. Second group would center on training for PCA’s with the possibility of two subcommittee’s - one for consumers and one for PCA’s.  
  o Discussion about a study of the training to see what is in place and to determine if anything else is needed.  
  o Karen Buffkin said Leslie Simoes is interested in the training aspect of the workgroups.
Recruitment/Retention/Referral workgroup will include:
- Janet VanTassel
- Carl Noll
- Mary Caruso

Training workgroup will include:
- Leslie Simoes
- Greg McMahon
- Sheila Mulvey

Labor Management:
- Carl Noll

Discussion regarding a Vice-Chair being appointed to the PCA who could run the meetings in the Chair’s absence. Carl Noll would be willing to be the Vice-Chair.

Motion made by Greg McMahon and Seconded by Kathy Bruni – all in favor

Carl Noll approved as Vice-Chair

- Executive Session:
  - Collective Bargaining
    - Motion to go into Executive Session made by Carl Noll and Seconded by Sheila Mulvey
      - Executive session opens at 10:41 AM
      - Invited guest Christine Cieplinski.
      - 11:22 AM – Council out of Executive Session.

    No votes were taken in Executive Session. No action

- Adjournment:
  - Motion to adjourn made by Greg McMahon and seconded by Jan VanTassel.
  - Meeting adjourned – 11:22 AM