

CCMC Committee Meeting

Thursday, September 3, 2020 at 2:00 PM

E-Meeting

Meeting access was as follows:

Login information:

<https://global.gotomeeting.com/join/972270717>

You can also dial in using your phone: United States: +1 (872) 240-3212

Access Code: 972-270-717

Note: The CCMC Committee, the CCMC Course Instructors, the Chair of the Connecticut Tax Collectors' Association, Inc. (CTx) Education Committee, and the CTx Executive Board officers were invited to this meeting.

A quorum was present and the meeting was called to order at 2:01 PM by CCMC Committee Chairman John Rainaldi. Attending by teleconference were: from the CCMC Committee: Denise Talbot; David Kluczwski; William Donlin; and Lisa Biagiarelli. Attending from the Connecticut Tax Collectors' Association, Inc., were: First Vice President Alan Wilensky and Second Vice President Lisa Madden.

John noted that the minutes of the August 6, 2020 meetings had been sent and made available prior to this meeting. Denise made a motion to waive the reading of both sets of minutes and to approve them. Lisa seconded. All were in favor.

There was no Treasurer's report.

It was confirmed that the CCMC Committee did cancel the planned Road Show that would have taken place on September 15, 2020 in Hebron. Checks received for that event have been returned.

John Rainaldi raised the issue of who would be doing class audits for the fall semester. It was determined that David would audit Class 1; Lisa B would audit Class 2; William would audit Class 3; and Denise would audit Class 4.

John raised the issue of the new proposed Recertification regulations, and how we would plan to stagger the terms of those who would need to attain recertification. Lisa Madden worked on a comprehensive spreadsheet detailing what we believe are all the current CCMC holders. This will be used as a database to try to determine how the Committee will structure the recertification program so that a certain number of CCMC holders will be achieving their recertification in any given year.

John noted that there were approximately 283 people who were certified between 1980 – 2020. That group could be broken down into decades with the following quantities: 9 certified during the 1980s; 42 during the 1990s; 75 during the 2000s; 147 during the 2010s; and so far, 10 during 2020.

If our goal would be to have people re-certifying every year, at the rate of approximately 50-60 people per year, we could consider having the breakdown as follows:

Year 1: those who achieved certification between 1980 and 1999 (51 people)

Year 2: those who achieved certification between 2000 – 2007 (52 people)

Year 3: those who achieved certification between 2008 – 2012 (58 people)

Year 4: those who achieved certification between 2013 – 2017 (62 people)

Year 5: those who achieve(d) certification from 2018 forward (60 people so far)

In this way, the CCMC Committee could avoid the burden of having a significantly larger group attempting to re certify in any given year, which is something that the CCMA Committee has had to deal with. This would have roughly the same quantity of applicants every year.

There was some discussion about how the Committee would go about planning for more than 250 people to be taking courses for credit and keeping track of their individual progress. It will be up to the individual applicants to keep track of their hours, ensure they have taken enough credited classes, verify and document their attendance, and finally, submit the proper paperwork to the Committee.

There was discussion about how the assessors do this for their CCMA designation and it was noted that assessors' courses are submitted by the assessors' organization to the CCMA Committee as the courses are offered, so attendees know if classes qualify for continuing education credits or not. If an attendee is not a paid attendee, no credit is given. The CT assessors have a system where they use name tags with a scanner device embedded to make it easier for attendees to prove their attendance.

John noted that making decisions about what courses qualify for re certification credits is a very time consuming and labor intensive endeavor, and that based on his experience with the process used by the CCMA Committee, CCMC Committee members should be prepared to spend many hours on this.

It was noted that there will be many opportunities for a candidate to earn credits, including not only CTx sponsored events such as the annual conference and semiannual state meetings, but also potentially Connecticut Conference of Municipalities (CCM) workshops; county meetings; the Northeast Regional Conference; Road Shows; and other meetings. In each case, the sponsoring organization would have to submit the course information to the CCMC Committee for approval, OR the individual taking the class would have to request the CCMC Committee to approve the offering.

The Committee and the CTx Education Committee members had an extended conversation about how to plan conference events and meetings to allow for the maximum amount of credits to be earned by attendees. It was suggested that the re-certification proposal should be on the agenda if there is a state meeting held in November 2020 at Aquaturf or elsewhere (virtual meeting).

It was noted that Governor Ned Lamont had extended the executive order(s) relative to COVID 19 and virtual meetings, so that our group and others could continue for the time being with virtual meetings.

John reported that the Legislative Regulation Review Committee had a virtual meeting scheduled for September 22, 2020 at which our proposed re-certification regulations were to be reviewed. A decision date was scheduled for October 8, 2020. This meeting will be public. Jennifer Gauthier was not in attendance at this meeting, but it was noted that at our immediately prior meeting, Jennifer had

reported that the Office of Policy and Management (OPM) is looking for the Committee to propose how we will implement the recertification scheduling, since this proposal is moving forward quickly.

Denise made a motion that our next meeting would be held on Tuesday, October 13 at 10 AM. This was seconded by William. All were in favor.

There was no other old or new business. Denise made a motion to adjourn the meeting at 2:37 PM., seconded by John. There were congratulations all around for the brevity of the meeting, and the motion carried.

Respectfully submitted by Lisa Biagiarelli, Secretary