

STATE OF CONNECTICUT
Employees' Review Board
October 5, 2016 Minutes

1. **Call to Order**—7:30AM; Present: David Beizer, Matt Borrelli, Manny Psarakis, Vic Schoen, Lee Williamson

2. **Approval of June 7, 2016 Minutes** – Mr. Beizer moved the Minutes be adopted. Mr. Schoen seconded. The Minutes of June 7, 2016 were adopted unanimously.

3. Case Updates

(a) Appeal of Carla Martin (Psarakis, FitzGerald, Schoen) - Hearing concluded. The Panel is awaiting the filing of briefs.

(b) Appeal of Leslie Roy (FitzGerald, Borrelli, Beizer) - The matter has been settled and the case withdrawn.

(c) Appeal of Linda Lukin – (Beizer, Psarakis, Schoen) - The matter is currently at hearing.

(d) Appeal of Pekah Wallace (Beizer, Schoen, Williamson) - Hearing is scheduled. Due to scheduling conflicts Mr. Beizer has withdrawn as Presiding Officer. Mr. Schoen was appointed to replace him as Presiding Officer and Mr. Borrelli was added to the panel.

4. Administrative

(a) Budget Update – The ERB's budget for FY 2017 is \$18,155, with a holdback of \$544. The adjusted appropriation is \$17,611, with the possibility of a further 10% reduction.

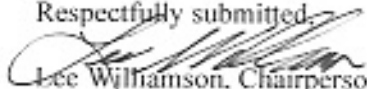
(b) Records Retention Schedule - The ERB's record retention schedule has been amended to permit destruction of files after five years. The ERB decisions and minutes will remain permanent records. Mr. Williamson expressed grateful appreciation to DAS Attorney Erin Choquette for her invaluable assistance in the revision of the schedule.

(c) Office relocation – The ERB, along with DAS, will be moving in November 2016.

(d) Scheduling of Hearings – The Board reviewed the procedures for scheduling administrative hearings to ensure that both the appellant and the state receive expeditious hearings.

5. Remarks – The ERB meeting was held at the Courtyard Hartford Cromwell so that members could attend, if their schedules permitted, an arbitration workshop sponsored by the American Arbitration Association. Mr. Beizer, Mr. Psarakis and Mr. Schoen attended the workshop. Mr. Williamson attended as a speaker.

6. Adjournment – 8:30 AM -- Next Scheduled Meeting December 7, 2016

Respectfully submitted,

Lee Williamson, Chairperson