

July 13, 2011

Dear Members of the Management Advisory Council:

This is regarding the Management Advisory Council meeting scheduled for Wednesday, July 20, 2011. The agenda for this meeting is below.

The July 20 meeting will be held in Conference Room B at the Department of Transportation, 2800 Berlin Turnpike, in Newington. The business meeting will take place at 9:00 a.m., and will be followed by a guest presentation.

Peggy Zabawar will be the guest speaker. Ms. Zabawar is the Organizational Development and Training Specialist at the Department of Administrative Services. She is scheduled to speak at 10:00 a.m. regarding workplace violence and threat assessment. Your agency managers are welcome to attend the guest presentation, and registration in advance is not required.

Thank you in advance for your participation at the upcoming meeting.

Respectfully,

Elise Kremer
MAC Secretary
MAC Representative for the
Department of Public Health

MANAGEMENT ADVISORY COUNCIL
Wednesday, July 20, 2011
9:00 a.m.
Department of Transportation
2800 Berlin Turnpike
Newington, CT
Conference Room B

AGENDA

- **WELCOME AND INTRODUCTIONS**
- **APPROVAL OF MINUTES OF MEETING OF JUNE 15, 2011**
- **TREASURER'S REPORT**
- **CREDENTIALS REPORT**
- **OLD BUSINESS**
 - ◆ **SPEAKERS AND LOGISTICS FOR 2011**
 - ✓ **MIKE ELLIOTT, DIVISION DIRECTOR, DEPARTMENT OF CONSUMER PROTECTION, E-LICENSING, NOVEMBER 16, 10:00 A.M. (CONFIRMED)**
 - ✓ **SPEAKER NEEDED FOR SEPTEMBER 21**
 - ◆ **REPORT FROM WEB CONTENT/COMMUNICATIONS COMMITTEE**
 - ◆ **REPORT FROM ORIENTATION COMMITTEE**
 - ◆ **REPORT FROM LEGISLATIVE COMMITTEE**
 - ◆ **MAC BY-LAWS AND AGENCY CONSOLIDATIONS**
 - ◆ **OTHER OLD BUSINESS, IF ANY**
- **NEW BUSINESS**
 - ◆ **REPORT FROM THE NOMINATING COMMITTEE**
 - ◆ **UPDATE OF MAC MEMBERSHIP LIST**
 - ◆ **OTHER NEW BUSINESS, IF ANY**
- **GUEST SPEAKER, PEGGY ZABAWAR, ORGANIZATIONAL DEVELOPMENT AND TRAINING SPECIALIST, DEPARTMENT OF ADMINISTRATIVE SERVICES, WORKPLACE VIOLENCE AND THREAT ASSESSMENT, 10:00 A.M.**
- **ADJOURNMENT**