DRAFT – SUBJECT TO REVIEW AND APPROVAL BY THE MEMBERSHIP

MINUTES OF THE
MANAGEMENT ADVISORY COUNCIL
December 17, 2014

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Welcome and Introductions

Ram Aberasturia, MAC Chair, called the meeting to order at 9:03 a.m.

Approval of Minutes

The minutes of the meeting of October 14, 2014 were distributed electronically via the list serv. The minutes were accepted as submitted and approved unanimously.

Treasurer's Report

The Treasurer's report was distributed electronically via the list serv. MAC Treasurer, Debi Freund, reported that the balance in the treasury is $2,757.02 as of November 30, 2014. All expenses have been paid, and the reimbursement from the Office of Policy and Management has been deposited in the account. This closes the books on Managers Day 2014. The Treasurer's report was accepted as submitted and approved unanimously.

Credentials Report

John Jaramillo, Credentials Chair, reported that he has been following up with agencies scheduled to hold elections for terms beginning January 1, 2015. Of fifteen agencies, five have not responded as yet. There are also two agencies still pending which were slated to hold elections for terms beginning on January 1, 2014. These agencies are the Commission on Human Rights and Opportunities and the Department of Energy and Environmental Protection. Ram welcomed and introduced Joshua Santos, who is the new Alternate from the Department of Correction and Steve Beaupre and Tom Zaprzalka, who are the new Representative and Alternate, respectively, from the Department of Mental Health and Addiction Services. Elise Kremer mentioned that she is having a number of "undeliverables" for list serv messages sent to DMHAS managers. Elise will ask Steve to help research these, as the addresses are entered on the list serv as they appear in the state's Outlook directory.

Old Business

Speakers and Logistics. Dr. Thomas Woodruff, Healthcare Policy and Benefits Services Division of the Office of the State Comptroller, is the speaker for the January 21, 2015 meeting. He will be speaking on retirement healthcare benefits. There was discussion of the potential need for a larger venue, since the space available to us at the Department of Transportation seats a maximum of 50. Elise offered a meeting

facility at the new State Public Health Laboratory in Rocky Hill. The facility can accommodate 100 in classroom-style seating, has ample parking, and is easily accessible from all major highways.

Web Content/Communications/Orientation Committee. Nancy Nicolescu indicated that she has not yet received photographs from State Managers Day 2014. There was an official photographer there from the Department of Administrative Services. Peggy Zabawar will follow up.

Other Old Business. There was no other Old Business.

New Business

New Supervisor Training Program. Peggy Zabawar made a presentation on the New Supervisor Training Program that is being kicked off by the Department of Administrative Services. Peggy noted that the Connecticut Training and Development Network, a professional organization of state trainers which undertakes initiatives to improve the skills of the state workforce, identified an overwhelming need for training for new supervisors. The new training program is designed as a brief program providing an overview of core skills and content areas. Peggy's PowerPoint presentation is attached to these minutes. Ram thanked Peggy for a very informative presentation.

Survey Results from Manager's Day 2014. There was a lot of feedback from attendees. Overall, the comments were very positive and many indicated that this was the best event yet. The feedback was very favorable on the location, food, costs, and speakers. The first speaker set an excellent tone for the day. Many ideas were submitted for potential future speakers and programs.

Managers Day 2015. The date has been set for September 25, 2015. A planning committee will be formed after the start of the new year.

Presentation of Donated Books to the Department of Children and Families. Latasha Johnson, a DCF program manager in the Hartford region, attended the meeting to accept the donation of books. Latasha noted that the Hartford region has the largest population of children in care in the state. She indicated that there is a great need for these types of materials and that they are especially timely in light of upcoming holidays and school breaks. Latasha extended sincere thanks of behalf of all in the Hartford region.

Other New Business. There was no other New Business.

Adjournment

The business meeting was adjourned at 9:54 a.m. The list of those in attendance at the December 17, 2014 meeting and the PowerPoint presentation on the New Supervisor Training Program are attached and are hereby made a part of these minutes.

The next meeting is scheduled for January 21, 2015 at 9:00 a.m. at the State Public Health Laboratory, 395 West Street in Rocky Hill.

Respectfully submitted,

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

Agency	Name	Rep/Alt/Guest
Administrative Services	Peggy Zabawar	R
Children and Families	Debi Freund, Treasurer	R
Children and Families	Latasha Johnson	G
Comptroller	Stephen Perkins	R
Consumer Protection	Elisa Nahas, Vice Chair	R
Consumer Protection	John Suchy	A
Consumer Protection	John Neumon	G
Correction	Joshua Santos	A
Developmental Services	John Bishop	A
Education	Deb Paradis	R
Education	Jim Polites	A
Governmental Accountability	Nancy Nicolescu	A
Insurance	Maura Welch	R
Insurance	Mark Murphy	A
Labor	Ram Aberasturia, Chair	R
Mental Health and Addiction Services	Steve Beaupre	R-Elect
Mental Health and Addiction Services	Tom Zaprzalka	A-Elect
Policy and Management	John Jaramillo	R
Public Health	Elise Kremer, Secretary	R
Revenue Services	Jim Norton	R
Transportation	Wanda Seldon	R
Transportation	Sue Baillargeon	G