

**MINUTES OF THE
MANAGEMENT ADVISORY COUNCIL
July 17, 2013**

Visit the MAC website at ct.gov/MAC

Ram Aberasturia, MAC Chair, called the meeting to order at 9:03 a.m. and thanked those in attendance for their participation.

Approval of Minutes

The minutes of the meeting of June 26, 2013 were distributed electronically via the list serv. A motion was made to approve the minutes as submitted, and the motion passed unanimously.

Treasurer's Report

Debi Freund, Treasurer, reported that the balance is \$2,146.57 as of June 30, 2013. The only activity in the treasury has been the crediting of a dividend of \$1.34 on June 30, 2013. The Treasurer's report was accepted unanimously, as submitted.

Committee Reports

Credentials. Ellen Carter, Credentials Chair, reported that John Kutsukos is the new Alternate for the Department of Revenue Services. James Polites is stepping forward as the new Alternate for the Department of Education, replacing Deb Paradis, who has assumed the role of Representative. Deb Paradis will notify Ellen in writing for the Credentials records.

Old Business

Speakers and Logistics. Ram indicated that there was nothing confirmed to report at this time. Wanda Seldon is working on a confirmation for Commissioner of Transportation, James Redeker, to speak at a future meeting to discuss CT fastrak. This is an initiative to combine the fast, traffic-free advantages of a train with the frequent, direct-to-your-destination flexibility of a bus. Wanda will seek to set this up for a meeting in the fall. Debi Freund inquired whether there would be an interest in having Marty Baron from ING make a presentation. Elise Kremer commented that Marty has made some excellent presentations to agencies on financial literacy topics. It was agreed that an invitation would be extended to Marty, and we would be clear that our interest is in general financial literacy matters, and not any specific products or services.

Web Content/Communications/Orientation Committee. Ram indicated that Nancy Nicolescu has been doing a great job as MAC's new webmaster. Nancy has been actively updating the site with new material and is also reformatting the site and content for enhanced appearance and ease of navigation. Nancy has recently added a link to the compensation plans that are effective July 1, 2013 and July 12, 2013. Ram invited the membership to provide input to Nancy on possible further enhancements to the website. Nancy has been very responsive in making changes and adding material in response to suggestions from the Executive Board, and she would welcome broader input.

Managers Day 2013 Planning Committee. Ram asked that those serving or wishing to serve on the Managers Day 2013 Planning Committee remain after the business meeting is adjourned, for a committee meeting. Ram provided an overview of the status of the planning efforts. Currently, two speakers are confirmed. We are inviting a third speaker, not as yet confirmed, to round out the program. We anticipate making a Lifetime Achievement Award, and those details are in the works. Nominations for Distinguished Managerial Service Awards are open, and the deadline for receipt is August 2. Registrations will again be done on-line through the DAS Learning Center, and Peggy Zabawar has been developing a timeline and materials.

Other Old Business. There was no Other Old Business.

New Business

Feedback on Questions Regarding Managerial Increments and Revised Salary Plans. Ram reported that Human Resources designees have received detailed step-by-step instructions for implementing the salary changes; the materials included information on process to be followed in calculating salaries. This is the official word on the matter, and questions as to how these changes apply to specific individuals need to be directed to agency HR offices. Some agency HR offices have sent a letter to each manager detailing the calculations. As to the question about lump sums over maximum, Ram indicated that he has been advised that any such payments would be included in the pension calculation, consistent with current practice.

Report of the Nominating Committee on the Annual Slate of Officers. On behalf of the Nominating Committee, comprised of Deb Paradis (Chair), Jim Norton, and Paula DeBarros, Deb reported that an e-mail was provided to Elise to forward to the MAC membership via the list serv. The e-mail solicited nominations or volunteers from the membership. Based on that process, the Nominating Committee presents the following slate of proposed officers:

Chair – Ram Aberasturia
Vice Chair – Elisa Nahas
Secretary – Elise Kremer
Treasurer – Debi Freund

Elise Kremer had indicated to the Nominating Committee that, depending on retirement plans that are not yet firmed up, she may not be able to serve a full term.

Nominations from the Floor. There was a call for nominations from the floor. Hearing none, there was a motion, passed unanimously, that nominations be closed. The vote on the slate will be taken at the August meeting. Ram thanked the Nominating Committee for their service.

Other New Business. There was no Other New Business.

Adjournment

The business meeting was adjourned at 9:29 a.m. The list of those in attendance at the July 17, 2013 meeting is appended below and is hereby made a part of these minutes.

The next meeting is scheduled for Wednesday, August 21, 2013 at 9:00 a.m. in Conference Room A at the Department of Transportation. There is no guest speaker scheduled at this time.

Managers Day Planning Committee. The Managers Day 2013 Planning Committee convened at 9:35 a.m. and adjourned at 10:20 a.m. In attendance were: Ram Aberasturia, Elisa Nahas, Elise Kremer, Debi

Freund, Jason Rosa, Wanda Seldon, and Peggy Zabawar. There was discussion of the Lifetime Achievement Award. Peggy Zabawar volunteered to develop an outline of standards/qualifications to be considered in future awards. It was agreed that, although the individual would not have to be a current state manager to qualify, there should be a record of long-term meritorious service to the state in a significant leadership role. Various follow-up items were identified for committee members. Titles are needed from the presenters. As agreements are finalized, deposits of \$250 will be issued to each speaker, with the total honorarium not to exceed \$1000 per speaker.

Respectfully submitted,

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

MAC ATTENDANCE ROSTER
June 26, 2013

<u>Agency</u>	<u>Name</u>	<u>Rep/Alt/Guest</u>
Administrative Services	Peggy Zabawar	R
Children and Families	Debi Freund, Treasurer	R
Consumer Protection	Elisa Nahas, Vice-Chair	R
Education	Deb Paradis	R
Emergency Services and Public Protection	Jason Rosa	A
Emergency Services and Public Protection	Adam Piskura	G
Insurance	Maura Welch	R
Labor	Ram Aberasturia, Chair	R
Policy and Management	Ellen Carter	R
Public Health	Elise Kremer, Secretary	R
Revenue Services	Jim Norton	R
Revenue Services	John Kutsukos	A
Transportation	Wanda Seldon	R
Transportation	Nancy Malinguaggio	G