

**MINUTES OF THE
MANAGEMENT ADVISORY COUNCIL
June 16, 2010**

Visit the MAC website at ct.gov/MAC

Peter Bucknall, MAC Chair, called the meeting to order at 9:04 a.m. Peter thanked those in attendance for their participation. New members were welcomed and introduced themselves.

Approval of Minutes

The minutes of the May 26, 2010 meeting were approved unanimously, as submitted.

Treasurer's Report

Dave Lynn, Treasurer, reported that there has been no activity, so the balance in the treasury is unchanged at \$2,488.48 as of May 31, 2010. He is awaiting a statement from the Credit Union, and it will be attached to these minutes when received. The Treasurer's report was accepted unanimously, as submitted.

Committee Reports

Credentials. Ellen Carter, MAC Credential Chair, reported that the Department of Education held an election. The Representative is Debra Paradis and the Alternate is Mark Linabury. The Department of Insurance held a special election to fill a vacancy for their Alternate. The new Alternate is Mark Murphy. The Department of Developmental Disabilities has re-elected Jadwiga Gocłowski as their Representative and Tim Lavoy as their Alternate. Ellen was notified that the Representative from the State Library, Bonnie Delaney, has retired.

Old Business

Speakers and Logistics. Elise reminded the membership that Elizabeth Robinson, Director of the Employee Assistance Program at the University of Connecticut Health Center, will speak at 10:00 a.m. today. Dave Lynn had previously spoken to Erin Choquette, Department of Administrative Services Staff Attorney, about a presentation on the *Americans with Disabilities Act* and the *Connecticut Fair Employment Practices Act*. Dave will confirm that presentation for the September 2010 meeting. A decision was reached to invite Dr. Martin Anderson, the recently appointed Commissioner of Administrative Services, to speak at the November 2010 meeting. Dave Lynn will extend the invitation to Dr. Anderson. Discussion ensued on possible speakers for 2011. Suggestions include the Victim Advocate, the Health Care Advocate, the Commissioner of Insurance to speak on health care reform, and one of the Auditors of Public Accounts.

Web Site. Chris Beloff reported that the web site migration is completed. Elise sent out a notice to the list serv, soliciting feedback on the upgraded and redesigned site. One suggestion was received and has been acted on. The new site looks great, and Peter thanked Chris for his efforts. The assistance of Margie Hasen and Scott Huang at DOIT was also acknowledged.

Communications Committee. Tom Crafa reported that he will be requesting a list of new managers, so that he can continue to send his introductory letter regarding MAC on a quarterly basis.

Orientation Committee. Dave reported that a New Managers Orientation Program had originally been planned for the Fall of 2010. Due to resource constraints, it is being postponed until early 2011.

Managers Day 2010. Peter reported that the planning committee met on June 8 and is progressing on firming up the agenda. All of the speakers are confirmed, but some of the details are still being tweaked. The keynote speaker will be Mark Scheinberg, President of Goodwin College. John-Paul (JP) Lacombe will speak about effective leadership styles during difficult times. JP is the manager of training and organizational development in the Department of Human Resources at the University of Connecticut. Glynis Fitzgerald will speak about generational issues in the workplace. Glynis is an Associate Professor of Communication at Central Connecticut State University. The speakers will comprise the morning session, and all speakers have agreed to waive any fee or honorarium. The Distinguished Managerial Service Awards (DMSA) will be presented following the luncheon. Colin Newman of the Comptroller's Office has agreed to conduct a retirement workshop in the afternoon, following the awards ceremony. Chris has posted a "Save the Date" notice on the web site. Mark Polzella has sent the DMSA nomination packets to agency heads. Dave will provide Mark with a list of human resource administrators, and Mark will send the nomination packets to them within a week. Once that is completed, Elise will send the materials out via the list serv, and Chris will post the packet on the web site. We will be asking for donations for two public service projects this year. One will be the collection of new and gently used DVD's for the library at the Department of Veterans' Affairs. We also hope to have sufficient funds in our treasury to purchase a few DVD players that the veterans could check out of the library for use in their rooms. We will again be accepting new and gently used children's books for the Department of Children and Families' literacy program. Chris has made Commissioner Schwartz aware of our service project and she is most appreciative of our support of the veterans.

Other Old Business. There was no other Old Business.

New Business

Election of Officers. At the May 2010 meeting, the following slate of officers was accepted:

Peter Bucknall, Chair
Chris Beloff, Vice Chair
Elise Kremer, Secretary
Claudia Helfgott, Treasurer.

A motion was made to elect the slate of officers, which passed unanimously. Peter thanked Mark and Dave for their service as MAC Executive Board members. He acknowledged their many contributions and hoped that they would stay involved with MAC. Peter welcomed the incoming officers, Claudia and Chris, and expressed that he was looking forward to working with them on the Executive Board.

Salary Compression. MAC members have provided a few examples of managerial salary compression. Dave is taking the lead to forward these to Drs. Pam Libby and Martin Anderson. Dave offered to try to set up a meeting of the MAC Executive Board with Drs. Libby and/or Anderson. It was requested that examples that are submitted be as detailed as possible, including job titles, salary grades/ranges, career progressions, etc. A major concern that managers are expressing has to do with salary increases. With collective bargaining employees receiving raises, salary compression is further exacerbated. Given the Tier II breakpoint, when salaries do not escalate by 6% a year, pension benefits are eroded. The Executive Board has raised the breakpoint in the past, and the feedback was that the administration would not entertain any change related to the breakpoint. One of the members mentioned an approach

that had been taken in their town relative to salary increases. Although employees did not receive raises, the "lost" increases were applied at retirement, solely for the purposes of the calculation of the retirement benefit.

Other New Business. There was an inquiry concerning the status of the Managerial Briefings. The briefings that were held were very useful. They were originally intended to be quarterly. Dave will inquire about the status of any plans to hold Briefings.

Adjournment of Business Meeting

The business meeting was adjourned at 9:50 a.m. and a brief recess was taken.

Guest Presentation

The meeting was reconvened at 10:00 a.m. At that time, Peter welcomed and introduced the guest speaker, Elizabeth Robinson. Liz directs the Employee Assistance Program at the University of Connecticut Health Center's Occupational and Environmental Health Center. Liz was invited to speak about recognizing and dealing with employee stress in the workplace. She gave a very informative presentation on this topic, and she has graciously provided electronic copies of her PowerPoint presentation and of her handout for our minutes.

A brief question and answer session followed the presentation. The meeting was adjourned at 11:10 a.m.

The list of those in attendance at the June 16, 2010 meeting, the treasurer's report, and Ms. Robinson's PowerPoint presentation and handout are attached and are hereby made a part of these minutes.

The next meeting is scheduled for Wednesday, July 21, 2010 in Conference Room B at the Department of Transportation. There will be no guest speaker.

Respectfully submitted,

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

MAC ATTENDANCE ROSTER
June 16, 2010

Agency	Name	Rep/Alt/Guest
Administrative Services	Dave Lynn, Treasurer	R
Children and Families	Debi Freund	R
Children and Families	Gayle Hoffman	A
Comptroller	Stephen Perkins	A
Consumer Protection	Elisa Nahas	R
Correction	Donald Currey	R
Developmental Services	Jadwiga Gocłowski	R
Education	Deb Paradis	R
Elections Enforcement	David Barry	G
Fire Prevention and Control	Adam Piskura	G
Firearm Permit Examiners	Susan Mazzoccoli	G
Human Rights and Opportunities	Epi Carrasquillo	R
Insurance	Barbara Spear	R
Insurance	Mark Murphy	A
Labor	Mark Polzella, Vice Chair	VC
Labor	Stephen Romano	A
Motor Vehicles	David Ostafin	A
Policy and Management	Ellen Carter	R
Public Health	Elise Kremer, Secretary	R
Public Safety	Marybeth Bonsignore	R
Public Works	Robert Cody	R
Revenue Services	Tom Crafa	R
Social Services	Peter Bucknall, Chair	R
Social Services	Lynn Gelzheiser	G
Social Services	Dawn Johnson	G
Social Services	Lori Schroeder	G
Transportation	Wanda Seldon	R
Veterans' Affairs	Babatunde Green	R
Veterans' Affairs	Chris Beloff	A