

**MINUTES OF THE
MANAGEMENT ADVISORY COUNCIL
May 16, 2007**

Visit the MAC website at www.ct.gov/MAC

Joe Amend, MAC Chair, called the regular meeting to order at 9:09 a.m.

Welcome and Introductions

Bobbi Buckner, DHMAS, and Peter O'Neil, DPUC, were introduced as the new Representatives for their respective agencies.

Approval of Minutes

The minutes of the April 18, 2007 meeting were adopted unanimously, as submitted.

Treasurer's Report

Peter Bucknall reported that there was a dividend of \$18.55. The balance in the treasury is \$3018.38. The Treasurer's report was accepted unanimously.

Committee Reports

Credentials. The Credentials Chair, Ellen Carter, was not in attendance. Elise Kremer reported that Ellen had forwarded an updated roster of Representatives and Alternates and that a copy is available in the handouts and attached to these minutes. Any corrections that are needed should be e-mailed to Ellen at Ellen.Carter@ct.gov. It was noted that updates are needed for the Office of the Comptroller. Elise will notify Ellen by e-mail.

Speakers and Logistics. Kathleen Anderson, Chair of the State of Connecticut Web Site Accessibility Committee, was regrettably unable to speak at the meeting. She will be contacted for rescheduling, possibly in July. Elise will follow up with Kathleen. Brian Austin, OPM Undersecretary, is unable to speak at the July meeting: however he remains very interested in speaking to MAC and may be able to be rescheduled for June. Joe will follow up with Brian. David Guay, President of A.M.E.C.S.S., is being invited to speak in January 2008. David will be will asked to speak about AMECSS's legislative agenda and other initiatives. A suggestion was made to invite Dr. Brian Toal and/or Dr. Gary Ginsberg to speak about environmental toxins. Elise will follow up with them.

Meeting with Administration Officials. No further communication has taken place. Elise suggested that Joe contact Dr. Martin Anderson to inquire about any progress in DAS's review of managerial salary compression. Joe will make this inquiry. Discussion ensued

regarding the A&R contract negotiations and the possibility of steps being added to those pay grades. This would appear to exacerbate the salary compression that already exists between managers and their A & R subordinates.

Managers Day. A Managers Day Committee meeting was held on May 2. The committee has decided to develop a brief survey to distribute to participants at previous Managers Day events. The committee is asking for suggested questions from the membership to include in the survey. Please forward suggestions to Mark Polzella at mark.polzella@ct.gov. It has been decided that one outstanding business student from each of the five major State Universities will be invited to attend Managers Day. We will need to identify a mentor/host for each student for the event. Once the students are identified, the student should complete a brief questionnaire and the mentor and student should hold a preliminary meeting. The committee is seeking MAC members to volunteer to act as mentors. Suggested questions for the questionnaire are needed and should elicit information concerning the student's area of study and career aspirations. Please e-mail suggested questionnaire items to Mark and also e-mail Mark if you are willing to serve as a mentor.

Web Site. The membership page has been updated. The Kathleen Anderson "Save the Date" notice has been changed to reflect the postponement and will need updating once a new date has been confirmed. A link to the Discussion Center User Guide was added to the Welcome message on the Discussion Center, so that the User Guide no longer has to be e-mailed to each new registrant. Seven new managers have registered bringing the total to 115. Elise has added the new registrants to the CT Managers list serv, as well.

Communications Committee. Tom Crafa asked the group how long we would like to have postings remain in the Discussion Center before they are purged. A motion was made to delete each posting after a one-year period. The motion was seconded and passed unanimously.

Orientation Committee. So far the committee has received 16 completed surveys from agency human resource administrators. The committee will allow a little more time for additional responses to be submitted. The returns so far have been encouraging in that most new manager orientations seem to include some information on MAC. Copies of agency responses will be made available to the respective agency's Representative and Alternate.

Legislative Committee. House Bill 7103, which would afford state managers collective bargaining rights, is tabled for the House calendar. Senate Bill 1050, pertaining to retirement benefits for spouses of state employees who die while still employed, died in the Appropriations Committee. There were questions on other bills, and Elise offered to send out an update on bills of general interest via the list serv.

Succession Planning. Succession planning for the MAC officers will be addressed under New Business, Report of the Nominating Committee.

New Business

Report of the Nominating Committee. Tom Crafa forwarded an e-mail to the membership via the list serv, soliciting nominations for the proposed slate of officers. The deadline for response is May 24. Once all responses are compiled, a proposed slate will be created and forwarded via the list serv prior to the June meeting. This will allow a vote to take place at the June meeting, in accordance with the MAC By-Laws. Prior to the vote, nominations will also be accepted from the floor at the June meeting.

Vivian McWatt. Elise reported that, with Joe's help, a card was sent to Vivian McWatt, thanking her for her service to MAC and wishing her well in her retirement. Vivian wrote back to Elise, sending her regards to the membership and expressing her appreciation of having been part of MAC. Peter O'Neil reported that there was a great turnout at Vivian's retirement celebration and that Vivian was well respected by all who had the opportunity to work with her.

A & R Contract Negotiations. There was discussion of the A & R contract negotiations. There is a settlement proposal that will be voted on by the union membership next week. The proposal would add two additional steps to the pay scale. As part of the discussion, a concern was expressed regarding the lack of communication to state managers about the proposed settlement of the contract. Managers learned about the situation via union communications, and not via communications from the administration.

Adjournment

The meeting was adjourned at 9:53 a.m. The next MAC meeting will be held on Wednesday, June 20, 2007, at 9:00 a.m. in Conference Room 1002A at the Department of Information Technology in East Hartford.

The updated MAC membership roster and the list of those in attendance at the May 16, 2007 MAC meeting are attached and are hereby made a part of these minutes.

Respectfully Submitted,

Mark Polzella
MAC Secretary
MAC Representative for the
Department of Labor

MAC ATTENDANCE ROSTER
May 16, 2007

<u>DEPARTMENT</u>	<u>NAME</u>	<u>REP/ALT/GUEST</u>
Administrative Services	Dave Lynn	R
Correction	Donald Currey	R
Economic and Community Development	Sheila Hummel	R
Firearms Permit Examiners	Sue Mazzaccoli	G
Information Technology	Anne MacLeod	R
Insurance	Allan Elstein	R
Labor	Mark Polzella, Secretary	R
Mental Health and Addiction Services	Bobbi Buckner	R
Mental Health and Addiction Services	Pamela Shea	A
Mental Health and Addiction Services	Amisha Desai	G
Mental Retardation	Jadwiga Gocłowski	R
Mental Retardation	Penny Davis	A
Motor Vehicles	Joseph Lembo	R
Policy and Management	Joe Amend, Chair	A
Public Health	Elise Kremer, Vice Chair	R
Public Health	Doris Vieira	A
Public Utility Control	Peter O'Neil	R
Public Works	Jerry Glassman	R
Revenue Services	Tom Crafa	R
Social Services	Peter Bucknall, Treasurer	R
State Comptroller	Brenda Halpin	R
Transportation	Wanda Seldon	R
Veterans' Affairs	Babatunde Green	R

**Management Advisory Council
Representatives & Alternates, as of 5/9/07**

Chair Joseph Amend---Vice Chair Elise Kremer---Secretary Mark Polzella---Treasurer Peter Bucknall

Agency	First	Last	Pos.	Phone	E-mail
Admin. Services	Dave	Lynn	Rep.	713-5107	dave.lynn@po.state.ct.us
Admin. Services	Peggy	Zabawar	Alt.	713-5246	peggy.zabawar@ct.gov
Agriculture			Rep.		
Agriculture	David	Carey	Alt.	203-874-0696	davcarey@snet.net
Banking	Percy	Cave	Rep.	240-8121	perstein.cave@po.state.ct.us
Banking	Claudia	Helfgott	Alt.	240-8162	claudia.helfgott@po.state.ct.us
Children & Fam.	Gary	Zera	Rep.	203-281-8305	gary.zera@po.state.ct.us
Children & Fam.	Barbara	Kleefeld	Alt.	550-6419	barbara.kleefeld@po.state.ct.us
Correction	Donald	Currey	Rep.	692-6838	donald.currey@po.state.ct.us
Correction	Linda	Rubin	Alt.	203-271-5130	linda.rubin@po.state.ct.us
Econ. & Com. Dev.	Sheila	Hummel	Rep.	270-8105	sheila.hummel@po.state.ct.us
Econ. & Com. Dev.	Anthony	Brescia	Alt.	270-8047	tony.brescia@po.state.ct.us
Environ. Protection	Angella	Levy	Rep..	424-3159	angella.levy@po.state.ct.us
Environ. Protection	Denise	Ruzicka	Alt.	424-3853	denise.ruzicka@po.state.ct.us
Human Rts. & Opp.	Epifanio	Carrasquillo	Rep.	566-1770	epifanio.carrasquillo@po.state.ct.us
Human Rts. & Opp.	James	Flynn	Alt.	886-5703	james.flynn@po.state.ct.us
Info. Technology	Anne	MacLeod	Rep.	622-2402	anne.macleod@po.state.ct.us
Info. Technology	Lorraine	Lombardi	Alt.	622-2411	lorraine.lombardi@ct.gov
Insurance	Allen	Elstein	Rep.	297-3826	allen.elstein@po.state.ct.us
Insurance	Richard	Owens	Alt.	297-3933	richard.owens@po.state.ct.us
Labor	Mark	Polzella	Rep.	203-859-3302	mark.polzella@ct.gov
Labor	Carl	Guzzardi	Alt.	263-6369	carl.guzzardi@ct.gov
Ment. Health & AS	Bobbi	Buckner	Rep.		bobbi.buckner@po.state.ct.us
Ment. Health & AS	Pamela	Shea	Alt.	293-6402	pamela.b.shea@po.state.ct.us
Mental Retardation	Jadwiga	Goclowski	Rep.	203-294-5048	jadwiga.goclowski@po.state.ct.us
Mental Retardation	Penny	Davis	Alt.	263-2560	penny.davis@po.state.ct.usi
Military	Anthony	Lewis	Rep..	548-3248	anthony.lewis@po.state.ct.us
Military	Thomas	Thomas	Alt.	548-3246	thomas.thomas@po.state.ct.us
Motor Vehicles	Joseph	Lembo	Rep.	203-805-6227	joseph.lembo@dmvct.org
Motor Vehicles	Nancy	McCorkle	Alt.	263-5225	nancy.mccorkle@dmvct.org
OPM	Ellen	Carter	Rep.	418-6218	ellen.carter@po.state.ct.us
OPM	Joseph	Amend	Alt.	418-6204	joseph.amend@dmvct.org
Public Health	Elise	Kremer	Rep..	509-7218	elise.kremer@po.state.ct.us
Public Health	Doris	Vieira	Alt.	509-7129	doris.vieira@po.state.ct.us
Public Safety	Barbara	Lynch	Rep.	685-8010	barbara.lynch@po.state.ct.us
Public Util. Control	Peter	O'Neill	Rep.	827-2657	peter.oneil@po.state.ct.us
Public Util. Control	Dana	Kubachka	Alt.	827-2679	dana.kubachka@po.state.ct.us
Public Works	Gerald	Glassman	Rep.	713-5709	gerald.glassman@po.state.ct.us
Public Works	Bruce	Cornish	Alt.	713-5760	bruce.cornish@po.state.ct.us
Revenue Services	Thomas	Crafa	Rep.	203-287-5428	thomas.crafa@po.state.ct.us
Revenue Services	James	Norton	Alt.	297-5608	james.norton@po.state.ct.us
Social Services	Peter	Bucknall	Rep.	203-974-8418	peter.bucknall@po.state.ct.us
Social Services	Louis	Polzella	Alt.	424-5508	louis.polzella@po.state.ct.us
Special Revenue	Bette	Jenak	Rep.	594-0514	bette.jenak@po.state.ct.us
Special Revenue	Michael	Janusko	Alt.	594-0531	michael.janusko@po.state.ct.us
State Library	Bonnie	Delaney	Rep.	424-3641	bdelaney@cslib.org
Transportation	Wanda	Seldon	Rep.	594-3119	wanda.seldon@po.state.ct.us
Transportation	Jackie	Ouellette	Alt.	594-3107	jackie.ouellette@po.state.ct.us
Veterans Affairs	Babatunde	Green	Rep.	721-5882	babatunde.green@po.state.ct.us
Veterans' Affairs	Nancy	Buturuga	Alt.	721-5821	nancy.buturuga@po.state.ct.us