

**MINUTES OF THE
MANAGEMENT ADVISORY COUNCIL
October 19, 2011**

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Ram Aberasturia, MAC Chair, called the business meeting to order at 9:05 a.m. and thanked those in attendance for their participation.

Approval of Minutes

The minutes of the meeting of September 14, 2011 were distributed electronically via the list serv. There was a motion made and seconded to approve the minutes, as submitted. The minutes were approved unanimously.

Treasurer's Report

The Treasurer's report was distributed electronically via the list serv. Claudia Helfgott, Treasurer, reported that the September 2011 expenses to the account, all for Managers Day, were as follows: the balance due to one of the speakers in the amount of \$400.00; the payment in full to one of the speakers in the amount of \$500.00; the Aqua Turf billing in the amount of \$5,760.32; the awards in the amount of \$186.00; and reimbursement of the Treasurer for miscellaneous expenses in the amount of \$21.50. The September income to the account was as follows: the receipt of Managers Day registration fees from Department of Administrative Services (DAS) in the amount of \$5,935.00; registration proceeds at the door in the amount of \$367.00; and a dividend in the amount of \$2.66. The account balance is \$1,683.94. The Treasurer's report was accepted unanimously, as submitted.

Donation to the Department of Children and Families (DCF)

This item of New Business was taken out of order, in deference to the schedules of the DCF representatives in attendance. Wanda Seldon introduced Michael Williams, Regional Administrator for the Hartford/Manchester area, and Donna Cambria, Director of Educational Services, representing the Commissioner's Office. This donation is part of a continuing tradition of MAC carrying out a civic responsibility. A total of 316 book and 2 DVD's have been collected to date, with additional donations expected. These will be distributed to children in DCF's Residential Services and Child Protective Services programs. Michael and Donna thanked MAC on behalf of Commissioner Katz, the DCF staff, and the children in their care. MAC's generosity could not be more timely. Under Commissioner's Katz's leadership, an increased focus is being placed on educational services, with a laser focus on literacy. The school at Riverview Hospital was recognized by Governor Malloy for the highest achievement in the Summer Reading Challenge. The books that have been donated to date have been invaluable for children

going into foster care and needing a transitional object to help them to move into an unfamiliar environment. The MAC membership thanked Michael and Donna for coming to accept the books in person.

Committee Reports

Credentials/Membership. Ellen Carter, MAC Credentials Chair, will update the membership list after October 1, to reflect any additional retirements that may take place. Retirements of which we are aware are Donald Currey, the Representative from the Department of Correction, and Jadwiga Gocłowski, the Representative from the Department of Developmental Services. Carl Shields, the representative from the Department of Mental Health and Addiction Services, submitted a letter of resignation, citing new areas of responsibility and thanking the organization for a great learning experience. The Office of the secretary of the State has reported election results, as follows: Representative, Gloria Sparveri; Alternate, Blanche Reeves-Tucker.

Credentials/Draft By-Laws Amendments. Ellen led a review of a draft proposed By-Laws amendments. The proposed changes reflect the Executive reorganization, and were discussed in concept at the September meeting. Ellen proposes to delete those agencies which have been subsumed and to assign an end date for the service of their Representatives and Alternates. She has added the new/consolidated agencies, and has assigned them an election schedule. She has also made provision for the Alternate to assume the Representative slot when a Representative leaves MAC, unless the Alternate declines to step up. The next step would be to vote on the proposed amendments at the November meeting. The draft will be sent out via the list-serv, and will provide a minimum of two weeks' notice to the membership.

Old Business

Speakers and Logistics. Elise Kremer noted that Michael Elliott, Division Director, Department of Consumer Protection, will speak on e-licensing at the November 16 meeting at 10:00 a.m. A suggestion had been made at the September meeting to invite David Guay, newly appointed Executive Director of the Office of Governmental Accountability, to a future meeting. Elise has extended that invitation, and David has accepted. A date will be determined as we develop the 2012 calendar.

Volunteer for Webmaster. At the September meeting, Peggy Zabawar volunteered to explore options for maintaining the website. Peggy reported that she has identified a new webmistress, Dana Soderlund, an employee in DAS's Management Information Services unit. There will need to be a single point of contact between Dana and MAC. Tom Crafa volunteered to serve as the single point of contact for content development, and Elise Kremer volunteered to review and edit content as needed. Tom Crafa provided a disk of photographs from Managers day, and Peggy will convey this material to Dana for the website.

Communications Committee. Tom Crafa had nothing new to report.

Orientation Committee. Peggy Zabawar had nothing new to report.

Legislative Committee. Elise Kremer had nothing new to report.

Managers Day 2011. For the most part, the day went well. Lieutenant Governor Wyman attended in the morning and provided opening remarks. There was one issue that arose with the program, which could not have been anticipated. One of the speakers was notified of an unexpected family medical emergency and had to abbreviate her presentation. This left a gap in the program, and Dr. Cumming was very gracious to speak for longer than scheduled to avoid downtime. The speaker who left early has offered to waive her fee for a return engagement or to provide an unspecified refund. Elise Kremer suggested that we ask the speaker for a partial refund, and that a donation be made to a charity of Dr. Cumming's choosing. The membership was in agreement with this plan. Peggy Zabawar noted that the Goodwin Speakers Bureau, through which we had arranged for Dr. Cumming's presentation, might be willing to provide an opportunity for MAC members to "preview" speakers by attending a presentation to another group. The membership asked that Peggy explore this further. Unfortunately, the collection for the Department of Veterans' Affairs was not very successful. This was intended for the residents of the Sgt. John L. Levitow Veteran's Health Center, which provides long term care to veterans with chronic and disabling medical conditions. Since there were relatively few items collected, we will hold them for another effort next year. In concluding this discussion, Ram noted that Commissioner of Administrative Services Donald DeFronzo attended Managers Day and Ram was able to speak with him. Commissioner DeFronzo indicated that he is looking forward to meeting with the MAC Executive Board.

Other Old Business. There was no other Old Business.

New Business

Special Election. In that Ram Aberasturia has succeeded Chris Beloff as the Chair, a special election is being held to fill the Vice-Chair position. Tom Crafa chaired a Nominating Committee and reported that the Committee is nominating Barbara Spear. There were no nominations from the floor, and Barbara was unanimously elected as Vice-Chair.

Meeting with Administration. On October 4, there was a meeting with Secretary Barnes and Deputy Secretary Mark Ojakian. In attendance for MAC were Ram Aberasturia, Elise Kremer, and Wanda Seldon; Claudia Helfgott was unable to attend due to a prior commitment. Salary compression was discussed as one of the leading concerns of managers. The Secretary indicated that he is well aware of the issue, but that any action is not on the table at this time. There was also discussion of longevity and the

seemingly disparate manner in which the SEBAC provisions were extended to managers. There are other items which would have a limited monetary impact but would be meaningful to managers, such as restoring a tuition reimbursement fund, conference fund and/or funding for mandatory continuing education. Other non-monetary items were also discussed such as extending flex time and alternate work schedules to managers, even if this would be initially limited to managers who manage programs vs. staff. It was also discussed that managers do not have a seat at the table, in forums such as SEBAC, and they are seeking more opportunities for appropriate inclusion. Deputy Secretary Ojakian invited MAC to recommend three MAC Representatives to participate in the Joint Labor-Management Committee being formed under the recent SEBAC agreement. By e-mail from Ram, he, Elisa Nahas, and Elise Kremer were recommended. The membership suggested that a subcommittee be formed to develop a one-page bulleted list of what has happened to managers and how it might be addressed. For example, it is important to document that the last increments and PARS payments were granted in July 2008. The provisions for use of the Managerial Sick Leave Bank are less favorable than unions other than A & R. It is important that managers understand what the Administration's long-term vision for managers is. They need to understand under what conditions might managers be able to expect to be restored to a more level economic playing field. A subcommittee was formed and will tentatively meet on October 24. The volunteers were Ram Aberasturia, Tom Crafa, Claudia Helfgott, Elisa Nahas, Wanda Seldon, John Suchy, and Peggy Zabawar.

Adjournment

The meeting was adjourned at 10:45 a.m. The list of those in attendance at the October 19, 2011 meeting and the Treasurer's report are attached and are hereby made a part of these minutes.

The next meeting is scheduled for Wednesday, November 16, 2011 at 9:00 a.m. in Conference Room B at the Department of Transportation. Michael Elliott will be the guest speaker and will speak at 10:00 a.m. on the topic of e-licensing.

Respectfully submitted,

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

MAC ATTENDANCE ROSTER
October 19, 2011

<u>Agency</u>	<u>Name</u>	<u>Rep/Alt/Guest</u>
Administrative Services	Joann Bellamo	R
Administrative Services	Peggy Zabawar	A
Banking	Claudia Helfgott, Treasurer	R
Children and Families	Gayle Hoffman	A
Consumer Protection	Elisa Nahas	R
Consumer Protection	John Suchy	A
Developmental Services	Tim Lavoy	A
Education	Deb Paradis	R
Emergency Services and Public Protection	Jesenia Minier-Delgado	R
Insurance	Barbara Spear, Vice-Chair	R
Insurance	Mark Murphy	A
Labor	Ram Aberasturia, Chair	R
Labor	Stephen Romano	A
Labor	Lori Hansen	G
Military	Anthony Lewis	R
Policy and Management	Ellen Carter	R
Public Health	Elise Kremer, Secretary	R
Revenue Services	Tom Crafa	R
Transportation	Wanda Seldon	R