

December 14, 2005

Dear Members of the Management Advisory Council:

This is regarding the Management Advisory Council meeting of Wednesday, December 21, 2005. The agenda for this meeting is attached. Please note that Dr. Martin Anderson of the Department of Administrative Services has been invited to the meeting and will provide a brief overview of the new managers orientation program that is being developed.

The meeting will convene at 9:00 a.m. It will be held in Conference Room 1002 A/B at the Department of Information Technology, 101 East River Drive, East Hartford (directions attached). There is ample parking in the overflow lot on the corner of East River Drive and Pitkin Street.

Thank you in advance for your participation.

Elise Kremer  
MAC Vice-Chair  
MAC Representative for the  
Department of Public Health

**MANAGEMENT ADVISORY COUNCIL**  
**Wednesday, December 21, 2005**  
**9:00 a.m.**  
**Department of Information Technology**  
**101 East River Drive**  
**East Hartford, CT**  
**Conference Room 1002 A/B**

**AGENDA**

- **WELCOME AND INTRODUCTION**
- **APPROVAL OF MINUTES OF MEETING OF NOVEMBER 16, 2005**
- **TREASURER'S REPORT**
- **COMMITTEE REPORTS**
  - ◆ **CREDENTIALS**
- **OLD BUSINESS**
  - ◆ **SPEAKERS AND LOGISTICS FOR UPCOMING MONTHS**
  - ◆ **DIALOGUE WITH ADMINISTRATION OFFICIALS**
    - ✓ **REPORT ON MEETING OF DECEMBER 12, 2005**
  - ◆ **REPORT FROM MANAGERS DAY COMMITTEE**
  - ◆ **REPORT FROM WEB CONTENT COMMITTEE**
  - ◆ **REPORT FROM COMMUNICATIONS COMMITTEE**
  - ◆ **OTHER OLD BUSINESS**
- **NEW BUSINESS**
  - ◆ **REVITALIZATION OF MANAGERIAL TRAINING**
  - ◆ **NEW MANAGERS ORIENTATION PROGRAM**
    - ✓ **DR. MARTIN ANDERSON, DEPARTMENT OF ADMINISTRATIVE SERVICES**
- **ADJOURNMENT**

Department of Information Technology  
101 East River Drive  
East Hartford, CT

**Park in Pitkin Street Lot.** Enter lot at gate. From the lot, head to the right on East River Drive. Riverview Square is on the left, 101 East River Drive is the first building. On arrival, sign in at the security station. Conference Room 1002 A/B is to the left of the security station.

From I-91 Southbound

In downtown Hartford, take a left exit onto I-84 East  
Take Exit 53, East River Drive/Connecticut Blvd  
Bear right to stop sign, turn right onto East River Drive  
Pass Riverview Square on the right (101 is the first building)  
Turn left at next stop sign onto Pitkin Street, the lot is on the left

From I-91 Northbound

Take Exit 29 (Rtes. 5/15 and I-84 East)  
Stay in right lane, take first exit, bearing right for Route 2 West  
Don't merge with Route 2 traffic  
Stay in the exit lane, which becomes Exit 4, to East River Drive  
At the traffic light at the end of ramp, turn left onto East River Drive  
Go straight through the next traffic light  
At second stop sign, turn right onto Pitkin Street, the lot is on the left

From I-84 Eastbound

Take Exit 53, East River Drive  
Bear right to stop sign, turn right onto East River Drive  
Pass Riverview Square on the right  
Turn left at next stop sign onto Pitkin Street, the lot is on the left

From I-84 Westbound

Take Exit 54 (Downtown Hartford)  
Take first exit for Darlin Street  
At end of ramp, turn left  
At the stop sign, turn left onto East River Drive  
Pass Riverview Square on the right (approximately 1/4 mile)  
Turn left at next stop sign onto Pitkin Street, the lot is on the left

From Route 2 Westbound

Take Exit 4 to East River Drive  
At the traffic light at the end of ramp turn left onto East River Drive  
At the next traffic light go straight,  
At second stop sign, turn right onto Pitkin Street, the lot is on the left