December 12, 2007

Dear Members of the Management Advisory Council:

This is regarding the Management Advisory Council meeting scheduled for Wednesday, December 19, 2007. The agenda for this meeting is below.

The December 19 meeting will be held in Conference Room 1002A 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 (access code 6565*).

There is no guest speaker for the December meeting. We will resume our program of bimonthly speakers in January. The guest speaker for the January 16 meeting is David Guay, who will be speaking about the Association of Managerial Employees in Connecticut State Service and their legislative agenda for 2008. Please share this information with managers in your agency, so that other interested managers have the opportunity to plan ahead to attend the January 16 meeting.

Thank you in advance for your participation at the December 19 meeting.

Respectfully,

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

MANAGEMENT ADVISORY COUNCIL
Wednesday, December 19, 2007
9:00 a.m.
Department of Information Technology
101 East River Drive
East Hartford, CT
Conference Room 1002A

AGENDA

- **WELCOME AND INTRODUCTIONS**

- **APPROVAL OF MINUTES OF MEETING OF NOVEMBER 21, 2007**

- **TREASURER'S REPORT**

- **CREDENTIALS REPORT**

- **OLD BUSINESS**

    - **SPEAKERS AND LOGISTICS FOR UPCOMING MONTHS**
        - **DAVID GUAY, AMECSS (2008 LEGISLATIVE AGENDA), JANUARY 16**
        - **MARK REYNOLDS, DOIT (COMPUTER USAGE AND SECURITY), MARCH 19**
        - **DAN CALLAHAN, DOC (WORKFORCE SUCCESSION PLANNING), APRIL 16**
        - **BRIAN TOAL AND JOAN SIMPSON, DPH (TOOLS FOR OFFICES), MAY 21**
    - **REPORT FROM WEB CONTENT/COMMUNICATIONS COMMITTEE**
    - **REPORT FROM ORIENTATION COMMITTEE**
    - **OTHER OLD BUSINESS, IF ANY**

- **NEW BUSINESS**

    - **FORMATION OF PLANNING COMMITTEE FOR MANAGERS DAY 2008**
    - **OTHER NEW BUSINESS, IF ANY**

- **ADJOURNMENT**

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

Park in Pitkin Street Lot. Enter lot at gate (access code 6565*). 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