

February 14, 2008

Dear Members of the Management Advisory Council:

This is regarding the Management Advisory Council meeting scheduled for Wednesday, February 20, 2008. The agenda for this meeting is below.

The February 20 meeting will be held in Conference Room B at the Department of Transportation, 2800 Berlin Turnpike, Newington.

There is no guest speaker for the February meeting. We will resume our program of bimonthly speakers in March. The guest speaker for the March 19 meeting is Mark Reynolds of the Department of Information Technology. Mark will be speaking about computer usage and security. Please share this information with managers in your agency, so that other interested managers have the opportunity to plan ahead to attend the March 19 meeting.

Thank you in advance for your participation at the February 20 meeting.

Respectfully,

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

# **MANAGEMENT ADVISORY COUNCIL**

**Wednesday, February 20, 2008**

**9:00 a.m.**

**Department of Transportation**

**2800 Berlin Turnpike**

**Newington, CT**

**Conference Room B**

## **AGENDA**

- **WELCOME AND INTRODUCTIONS**
  
- **APPROVAL OF MINUTES OF MEETING OF JANUARY 16, 2008**
  
- **TREASURER'S REPORT**
  
- **CREDENTIALS REPORT**
  
- **OLD BUSINESS**
  - ◆ **SPEAKERS AND LOGISTICS FOR UPCOMING MONTHS**
    - ✓ **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 PLANNING COMMITTEE FOR MANAGERS DAY 2008**
  - ◆ **REPORT FROM ORIENTATION COMMITTEE**
  - ◆ **OTHER OLD BUSINESS, IF ANY**
  
- **NEW BUSINESS**
  - ◆ **CHANGES TO ADMINISTRATION OF SICK LEAVE BANK COMMITTEE**
  - ◆ **OTHER NEW BUSINESS, IF ANY**
  
- **ADJOURNMENT**