

March 12, 2008

Dear Members of the Management Advisory Council:

This is regarding the Management Advisory Council meeting scheduled for Wednesday, March 19, 2008. The agenda for this meeting is below.

The March 19 meeting will be held in Conference Room B at the Department of Transportation, 2800 Berlin Turnpike, Newington.

We will be continuing our program of bimonthly speakers. The guest speaker for the March 19 meeting is Mark Reynolds of the Information Security Division of the Department of Information Technology. Mark will be speaking about information security systems, appropriate agency response to information security incidents, and best practices for forensic analysis and evidence handling in information security or misuse incidents. Mark will speak at 9:00 am, and our regular business meeting will be held immediately following at 10:00 a.m. Please share this information with managers in your agency, so that other interested managers have an opportunity to attend the March 19 presentation. Due to the timeliness and expected level of interest in this topic, I am asking that MAC members and guests kindly confirm your attendance via an e-mail to me. This will help to ensure that we do not exceed the conference room capacity.

Thank you in advance for your participation at the March meeting.

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

MANAGEMENT ADVISORY COUNCIL
Wednesday, March 19, 2008
9:00 a.m.
Department of Transportation
2800 Berlin Turnpike
Newington, CT
Conference Room B

AGENDA

- **WELCOME AND INTRODUCTIONS**

- **GUEST PRESENTATION**
 - ◆ **MARK REYNOLDS, DOIT (COMPUTER USAGE AND INFORMATION SECURITY)**

- **APPROVAL OF MINUTES OF MEETING OF FEBRUARY 20, 2008**

- **TREASURER'S REPORT**

- **CREDENTIALS REPORT**

- **OLD BUSINESS**
 - ◆ **SPEAKERS AND LOGISTICS FOR UPCOMING MONTHS**
 - ✓ **DAN CALLAHAN, DOC (WORKFORCE SUCCESSION PLANNING), APRIL 16**
 - ✓ **BRIAN TOAL AND JOAN SIMPSON (TOOLS FOR OFFICES), MAY 21**
 - ✓ **CONFIRMATION OF FALL SPEAKERS/SCHEDULING**
 - ◆ **REPORT FROM MANAGERS DAY COMMITTEE**
 - ◆ **REPORT FROM WEB CONTENT/COMMUNICATIONS COMMITTEE**
 - ◆ **REPORT FROM ORIENTATION COMMITTEE**
 - ◆ **REPORT FROM LEGISLATIVE COMMITTEE**
 - ◆ **OTHER OLD BUSINESS, IF ANY**

- **NEW BUSINESS**
 - ◆ **CORRESPONDENCE WITH SECRETARY GENUARIO**
 - ◆ **OTHER NEW BUSINESS, IF ANY**

- **ADJOURNMENT**