

September 14, 2005

Dear Members of the Management Advisory Council:

This is regarding the Management Advisory Council meeting of Wednesday, September 21, 2005. The agenda for this meeting is attached.

MAC is continuing its series of presentations by guest speakers during 2005. Our invited speaker for September 21 is the Honorable Robert L. Genuario, Secretary of the Office of Policy and Management.

The regular MAC business meeting will be held at 9:00 a.m., followed by Secretary Genuario's presentation at 10:00 a.m. The September 21 meeting 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. Coffee and light refreshments will be available.

In addition to the MAC Representatives and Alternates, we will be able to accommodate a limited number of additional managers as guests. In order to ensure adequate seating and refreshments, I am asking those who will be attending to e-mail me at elise.kremer@po.state.ct.us, not later than noon on Tuesday, September 20. This will enable me to give a final count for setup of the meeting room.

I am asking your assistance in sharing this information with managers in your agency, and in encouraging their attendance, with the approval of the appropriate supervising manager. I am sure that Secretary Genuario's remarks will be timely, informative, and of great interest to state managers.

Thank you in advance for your participation.

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

MANAGEMENT ADVISORY COUNCIL
Wednesday, September 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 AUGUST 17, 2005**

- **TREASURER'S REPORT**

- **COMMITTEE REPORTS**
 - ◆ **CREDENTIALS**

- **OLD BUSINESS**
 - ◆ **SPEAKERS AND LOGISTICS FOR UPCOMING MONTHS**
November 16 – Chief Information Officer, Diane Wallace, DOIT
 - ◆ **DIALOGUE WITH ADMINISTRATION OFFICIALS**
 - ◆ **REPORT FROM MANAGERS DAY COMMITTEE**
 - ◆ **REPORT FROM WEB CONTENT COMMITTEE**
 - ◆ **REPORT FROM COMMUNICATIONS COMMITTEE**
 - ◆ **80-HOUR WORK WEEK SCHEDULES**
 - ◆ **MANAGERIAL APPEALS PROCESS**
 - ◆ **OTHER OLD BUSINESS**

- **NEW BUSINESS**

- **GUEST SPEAKER, THE HONORABLE ROBERT L. GENUARIO, SECRETARY OF POLICY AND MANAGEMENT**

- **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