

**MINUTES OF MEETING**  
**PUBLIC DEFENDER SERVICES COMMISSION**  
**DECEMBER 1, 2020**

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The meeting of the Public Defender Services Commission was convened at 4:32 p.m. via Zoom.

**Members Present**

Thomas J. Rechen, Esq., **Chair**  
G. Kenneth Bernhard, Esq.  
Honorable William R. Dyson (*Conference Call*)  
Aimee Golbert, LCSW  
Attorney Ramona Mercado-Espinoza  
Honorable Hillary B. Strackbein  
Honorable Elpedio N. Vitale

**Others Present**

Christine P. Rapillo, Chief Public Defender  
John R. Day, Deputy Chief Public Defender  
Diane M. Fitzpatrick, Director of Human Resources  
D. Keith Foren, Senior Assistant Public Defender  
Waterford/Willimantic Juvenile Matters  
Susan Hamilton, Director, Juvenile Delinquency Defense and  
Child Protection, Office of Chief Public Defender, Hartford  
Don M. Hodgdon, Esq., Attorney at Law, LLC  
Attorney Karen Oliver Damboise  
Damboise Law Offices

Upon motion duly made and seconded, it was VOTED unanimously to approve the minutes of the November 10, 2020 meeting.

APPROVAL OF MINUTES

Upon motion duly made and seconded, it was VOTED unanimously to go into Executive Session at 4:35 p.m. The reason for convening in Executive Session was in accordance with Section 1-200(6)(A) and Section 1-210(b)(10) of the Connecticut General Statutes.

EXECUTIVE SESSION

The Commission came out of Executive Session at 6:06 p.m.

It should be noted that the following Authorization to Incur Expenses was withdrawn by the attorney: 12-2020-01.

Upon motion duly made and seconded, it was VOTED unanimously to approve the following Authorization to Incur Expenses: 12-2020-02.

APPROVAL OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to table the following Authorization to Incur Expenses: 12-2020-03.

TABLING OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to appoint Attorney D. Keith Foren to the position of Supervisory Assistant Public Defender, Waterford/Willimantic Juvenile Matters.

APPOINTMENT OF ATTY.  
D. KEITH FOREN

The Chief Public Defender discussed the Division's staffing and budget.

Upon motion duly made and seconded, in accordance with the recommendation of the Chief Public Defender, it was VOTED unanimously to reappoint the following attorneys to a new four-year term: Supervisory Assistant Public Defender, Sharon M. Elias,

ATTORNEY  
REAPPOINTMENTS

Waterbury Juvenile Matters, expiring on 12/2/2024; Assistant Public Defender, David Forsythe, Geographical Area 23 (New Haven), expiring on 12/5/2024; Assistant Public Defender, Wayne Jekot, Geographical Area 4 (Waterbury), expiring on 12/5/2024; Public Defender, Corrie-Ann Mainville, Litchfield Judicial District/ Geographical Area 18, expiring on 12/5/2024; and Assistant Public Defender, Maya K. Sparks, Geographical Area 1 (Stamford), expiring on 12/5/2024.

Upon motion duly made and seconded, in accordance with the recommendation of the Chief Public Defender, it was VOTED unanimously to grant permanent status to Deputy Assistant Public Defender, Evan Parzych, Connecticut Innocence Project/Post Conviction Unit, Office of Chief Public Defender, Rocky Hill, upon the successful completion of his probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, in accordance with the recommendation of the Chief Public Defender, it was VOTED unanimously to grant permanent status to Social Worker I, Miranda Demirjian, Geographical Area 20 (Norwalk), upon the successful completion of her probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Assistant Public Defender, Rosanna L. Cappetta, Geographical Area 5 (Derby).

APPROVAL OF OUTSIDE  
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the **Updated Public Defender Administrative Manual, Section 4**.

APPROVAL OF **UPDATED  
PUBLIC DEFENDER  
ADMINISTRATIVE MANUAL,  
SECTION 4**

The Chief Public Defender updated the Commission on the Performance Guidelines for the Division. The Guidelines will be presented at a later date.

There being no further business to come before the Commission, the meeting was adjourned at 6:17 p.m.

Respectfully submitted,

John R. Day  
Deputy Chief Public Defender