

MINUTES OF MEETING
PUBLIC DEFENDER SERVICES COMMISSION
DECEMBER 3, 2024

The meeting of the Public Defender Services Commission was convened at 4:50 p.m., at the Office of Chief Public Defender, Rooms 1008/1011, Hartford, Connecticut.

Members Present

Honorable Richard N. Palmer, **Chair**

Michael Jefferson, Esq.

Honorable Russell Morin

Honorable Sheila M. Prats

Honorable Elliot N. Solomon

Herman Woodard, Jr., Esq.

Others Present

John R. Day, Acting Chief Public Defender

Deborah Del Prete Sullivan, Director, Legal Counsel

Erin M. Ryan, Director of Human Resources

Stephen Hunt, Chief Fiscal Officer

Leonie Campbell, Executive Assistant to the Commission

Upon motion duly made and seconded, it was VOTED unanimously to approve the minutes of the November 12, 2024 meeting.

APPROVAL OF MINUTES

Chief Fiscal Officer, Stephen Hunt, provided a budget summary for FY 25. Mr. Hunt also provided the Commission with application materials regarding the ratification of Payroll Officer,

BUDGET SUMMARY

Willisha Charlemagne. This was followed by a brief question-and-answer segment.

The Acting Chief Public Defender, John R. Day, provided an update on the Division's staffing and hiring policy.

REPORT OF ACTING CHIEF
PUBLIC DEFENDER

The Acting Chief Public Defender, John R. Day, further provided an update on the progress of requesting additional office space in some court locations.

REPORT OF ACTING CHIEF
PUBLIC DEFENDER

The Acting Chief Public Defender, John R. Day, further reported on the current mold problem in the New London Judicial District courthouse.

REPORT OF ACTING CHIEF
PUBLIC DEFENDER

The Acting Chief Public Defender, John R. Day, further updated the Commission on the Leadership Certification Program that will be taking place in spring of 2025.

REPORT OF ACTING CHIEF
PUBLIC DEFENDER

The Acting Chief Public Defender, John R. Day, further updated the Commission on the Division's Annual Report, which will be provided to the Commission in preparation for the January 2025 Commission meeting.

REPORT OF ACTING CHIEF
PUBLIC DEFENDER

The Acting Chief Public Defender, John R. Day, invited the Commission to the holiday party planned for December 19, 2024 at the Office of Chief Public Defender (Hartford).

Upon motion duly made and seconded, it was VOTED unanimously to go into Executive Session at 5:20 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

EXECUTIVE SESSION

Statutes to discuss the following: Authorizations to Incur Expenses, Ratification of Authorizations to Incur Expenses, Appointments, Reclassifications, Reappointments & Permanent Statuses, Outside Employment Requests, and Educational Leave Requests.

Other attendees included the Acting Chief Public Defender, John R. Day; Director, Legal Counsel, Deborah Del Prete Sullivan; and Director of Human Resources, Erin M. Ryan.

The Commission came out of Executive Session at 7:50 p.m.

Commission Chairman, Justice Palmer, reported on an email sent to the Commission regarding the Division's Social Work 50th Anniversary meeting on December 6, 2024 at the State Capitol. All members were invited to attend all or some of the program.

Upon motion duly made and seconded, it was VOTED unanimously to approve the following Authorizations to Incur Expenses: 12-2024-01 (for 12 hours only); 12-2024-02; 12-2024-03; 12-2024-06; 12-2024-07; and 12-2024-08.

APPROVAL OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to table the following Authorizations to Incur Expenses: 12-2024-04 and 12-2024-05.

TABLING OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Willisha Charlemagne to the position of Payroll Officer, Office of Chief Public Defender, Hartford.

RATIFICATION OF
WILLISHA CHARLEMAGNE

Upon motion duly made and seconded, it was VOTED unanimously to reclassify Brittany N. Franco to the position of Investigator II, Geographical Area 14 (Hartford).

RECLASSIFICATION OF
BRITTANY N. FRANCO

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to reappoint the following attorneys to a new four-year term: Assistant Public Defender, Matthew Berger, Geographical Area 10 (New London), expiring on 12/4/2028; Senior Assistant Public Defender, David Forsythe, Geographical Area 23 (New Haven), expiring on 12/5/2028; Senior Assistant Public Defender, Wayne Jekot, Geographical Area 4 (Waterbury), expiring on 12/5/2028; Public Defender, Corrie-Ann Mainville, Torrington Judicial District/Geographical Area 18, expiring on 12/5/2028; and Senior Assistant Public Defender, Maya Sparks, Stamford-Norwalk Judicial District/Geographical Area 1, expiring on 12/5/2028.

ATTORNEY
REAPPOINTMENTS

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to grant permanent status to Investigator III, Courtney Ennis, Geographical Area 21 (Norwich), upon the successful completion of her probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to grant permanent status to Paralegal II, Stephanie LaFantasie, Complex Litigation Unit, Office of Chief Public Defender, Hartford, upon the successful completion of her probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to grant permanent status to Deputy Assistant Public Defender, Emma Beaman, Geographical Area 14 (Hartford), upon the successful completion of her probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to grant permanent status to Social Worker II, DaShayla Miller, New Haven Juvenile Matters, upon the successful completion of her probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to grant permanent status to Assistant Public Defender, Jon Reducha, Geographical Area 14 (Hartford), upon the successful completion of his probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to grant permanent status to Deputy Assistant Public Defender, Joshua Pascale, Stamford-Norwalk Judicial District/Geographical Area 1, upon the successful completion of his probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Senior Assistant Public Defender, John Cizik, Geographical Area 7 (Meriden).

APPROVAL OF OUTSIDE
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Assistant Public Defender, Maureen A. Murphy, Geographical Area 23 (New Haven).

APPROVAL OF OUTSIDE
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the creation of an Executive Assistant Public Defender position for the Legal Counsel Unit, Office of Chief Public Defender, Hartford.

APPROVAL TO CREATE AN
EXECUTIVE ASSISTANT
PUBLIC DEFENDER
POSITION

Upon motion duly made and seconded, it was VOTED unanimously to approve January 7, 2025 as the next Commission meeting date.

APPROVAL OF MEETING
JANUARY 7, 2025

There being no further business to come before the Commission, the meeting was adjourned at 7:58 p.m.

Respectfully submitted,

John R. Day
Acting Chief Public Defender