

**MINUTES OF SPECIAL MEETING  
PUBLIC DEFENDER SERVICES COMMISSION  
JULY 9, 2024**

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The special meeting of the Public Defender Services Commission was convened at 4:40 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 (via Zoom)  
Honorable Elliot N. Solomon  
Herman Woodard, Jr., Esq. (via Zoom)

**Others Present**

John R. Day, Acting Chief Public Defender  
Deborah Del Prete Sullivan, Director, Legal Counsel  
Stephen Hunt, Chief Fiscal Officer  
Paula Lohr, Acting Director of Human Resources  
Leonie Campbell, Executive Assistant to the Commission

Upon motion duly made and seconded, it was VOTED unanimously to approve the minutes of the June 4, 2024 meeting.

APPROVAL OF MINUTES

Under new business, Chief Fiscal Officer, Stephen Hunt, presented an update on the Division's budget.

PRESENTATION BY  
STEPHEN HUNT

Also, under new business, Director, Legal Counsel, Deborah Del Prete Sullivan, addressed the Commission regarding the

PRESENTATION BY  
DEBORAH DEL PRETE  
SULLIVAN

approval to pay an invoice received from Shipman and Goodwin for \$4,560.

Upon motion duly made and seconded, it was VOTED unanimously to approve the payment of an invoice from Shipman and Goodwin for \$4,560.

APPROVAL OF INVOICE

Upon motion duly made and seconded, it was VOTED unanimously to cancel August 6, 2024 Commission meeting. The next meeting will be held on September 10, 2024.

CANCELLATION OF  
AUGUST 6, 2024  
COMMISSION MEETING

Upon motion duly made and seconded, it was VOTED unanimously to go into Executive Session at 4:56 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 to discuss the following: Authorizations to Incur Expenses; appointments and ratifications; reclassifications; reappointments and permanent statuses; and outside employment requests.

EXECUTIVE SESSION

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

The Commission came out of Executive Session at 7:30 p.m.

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Senior Assistant Public Defender, Dawn M. Bradanini, Windham Judicial District/Geographical Area 11.

APPROVAL OF OUTSIDE  
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Senior Assistant Public Defender, Sanford O. Bruce, III, New Haven Judicial District.

APPROVAL OF OUTSIDE  
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment requests of Assistant Public Defender, Dan Lage, Geographical Area 5 (Derby).

APPROVAL OF OUTSIDE  
EMPLOYMENT REQUESTS

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: Senior Assistant Public Defender, Jeffrey Magut, Bridgeport Juvenile Matters, expiring on 7/01/2028; Senior Assistant Public Defender, Douglas A. Ovian, Hartford Community Court, expiring on 7/15/2028; Assistant Public Defender, Jenna Carriero, Danbury Judicial District/Geographical Area 3, expiring on 7/27/2028; and Assistant Public Defender, Toni Esposito, Geographical Area 7 (Meriden), expiring on 7/27/2028.

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 Public Defender Secretary I, Nathalie Cuevas, Geographical Area 7 (Meriden), 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 Fiscal Database Assistant II, Marcus Adorno, Assigned Counsel Unit, Office of Chief

PERMANENT STATUS

Public Defender, Hartford, upon the successful completion of his probationary period.

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, Justin Chan, Geographical Area 4 (Waterbury), 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 Assistant Public Defender, Matthew Costello, Geographical Area 4 (Waterbury), 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 Assistant Public Defender, Daniel Lage, Geographical Area 5 (Derby), 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, Kayla Stephen, Legal Services Unit, Office of Chief Public Defender, Waterbury, upon the successful completion of her probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, it was VOTED unanimously to reclassify Mikala Guyton to the position of

RECLASSIFICATION OF  
MIKALA GUYTON

Administrative Services Officer, Office of Chief Public Defender, Hartford.

Upon motion duly made and seconded, it was VOTED unanimously to reclassify Stephanie Mucci to the position of Administrative Assistant, Legal Services Unit, Office of Chief Public Defender, Hartford.

RECLASSIFICATION OF  
STEPHANIE MUCCI

The Acting Chief Public Defender reported on the status of the Division.

REPORT OF ACTING CHIEF  
PUBLIC DEFENDER

The Acting Chief Public Defender further reported on the impending release of a client of the Connecticut Innocence Project. He further requested up to \$10,000 from the Connecticut Innocence Project Fund to support the client's reentry to society.

REPORT OF ACTING CHIEF  
PUBLIC DEFENDER

Upon motion duly made and seconded, it was VOTED unanimously to approve the use of up to \$10,000 from the Connecticut Innocence Project Fund to support the impending release of a client of the Connecticut Innocence Project.

APPROVAL OF  
CONNECTICUT INNOCENCE  
PROJECT FUND TO SUPPORT  
THE IMPENDING RELEASE  
OF A CLIENT

Upon motion duly made and seconded, it was VOTED unanimously to approve the following Authorizations to Incur Expenses: 7-2024-01; 7-2024-02; 7-2024-03; and 7-2024-04.

APPROVAL OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to approve a deviation from Commission Policy 205 for an expedited hiring process until December 31, 2024 to address the large number of new appointments and to allow for the ratification of all new hires during this time. Any hiring should remain considerate of the Division's diversity hiring objectives.

APPROVAL OF EXPEDITED  
HIRING PROCESS UNTIL  
DECEMBER 31, 2024

Upon motion duly made and seconded, it was VOTED by majority of the Commission to appoint Attorney Claud Chong to the position of Public Defender, Milford Judicial District/Geographical Area 22. Commission member, Attorney Michael Jefferson, abstained from the vote.

APPOINTMENT OF ATTY.  
CLAUD CHONG

Upon motion duly made and seconded, it was VOTED unanimously to appoint Attorney Erin M. Ryan to the position of Director of Human Resources, Office of Chief Public Defender, Hartford.

APPOINTMENT OF ATTY.  
ERIN M. RYAN AS  
DIRECTOR OF HUMAN  
RESOURCES

There being no further business to come before the Commission, the meeting was adjourned at 7:50 p.m.

Respectfully submitted,

John R. Day  
Acting Chief Public Defender