

MINUTES OF MEETING
PUBLIC DEFENDER SERVICES COMMISSION
SEPTEMBER 10, 2024

The meeting of the Public Defender Services Commission was convened at 4:36 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 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

Joseph Lopez, Director of Complex Litigation

Leonie Campbell, Executive Assistant to the Commission

Russell Blair, Director of Education and Communications

Freedom of Information Commission

Upon motion duly made and seconded, it was VOTED unanimously to approve the minutes of the June 17, 2024 special meeting.

APPROVAL OF MINUTES
JUNE 17, 2024

Upon motion duly made and seconded, it was VOTED unanimously to approve the minutes of the July 9, 2024 special meeting.

APPROVAL OF MINUTES
JULY 9, 2024

The Commission members noted the submitted Budget Summary.

A presentation was made by Russell Blair, Director of Education and Communications, Freedom of Information Commission on Connecticut's Freedom of Information Act (FOIA).

PRESENTATION BY
RUSSELL BLAIR,
FREEDOM OF INFORMATION
COMMISSION

Upon motion duly made and seconded, it was VOTED unanimously to reschedule October's Commission meeting. The next meeting will be held on October 8, 2024 as a special meeting.

RESCHEDULING OF
OCTOBER'S COMMISSION
MEETING

Upon motion duly made and seconded, it was VOTED unanimously to go into Executive Session at 5:55 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: Litigation involving the Commission, Authorizations to Incur Expenses, Appointments, Reclassifications, Reappointments & Permanent Statuses, Outside Employment Requests, Educational Leave Requests and matters concerning managers in the Office of Chief Public Defender.

EXECUTIVE SESSION

Other attendees included the Acting Chief Public Defender, John R. Day; Director, Legal Counsel, Deborah Del Prete Sullivan; and Director of Complex Litigation, Joseph Lopez.

The Commission came out of Executive Session at 7:45 p.m.

Upon motion duly made and seconded, it was VOTED unanimously to table the Report of the Acting Chief Public Defender for a future meeting.

TABLING OF REPORT OF THE
ACTING CHIEF PUBLIC
DEFENDER

Upon motion duly made and seconded, it was VOTED unanimously to approve the following Authorizations to Incur Expenses: 9-2024-01; 9-2024-02; 9-2024-03; 9-2024-04; 9-2024-05; 9-2024-07; 9-2024-08; 9-2024-09; 9-2024-10; and 9-2024-11.

APPROVAL OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to table the following Authorizations to Incur Expenses: 9-2024-06 and 9-2024-12. The Commission requested that Attorney Robert Fontaine be present at the next meeting to discuss these expenses.

TABLING OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to reclassify Diana Raouf to the position of Public Defender Administrative Assistant, Connecticut Innocence Project/Post Conviction Unit, Office of Chief Public Defender, Hartford.

RECLASSIFICATION OF
DIANA RAOUF

Upon motion duly made and seconded, it was VOTED unanimously to reclassify Stephanie LaFantasie to the position of Paralegal II, Complex Litigation Unit, Office of Chief Public Defender, Hartford.

RECLASSIFICATION OF
STEPHANIE LAFANTASIE

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: Supervisory Assistant Public Defender, Danae Dwyer, Waterbury Juvenile Matters, expiring on 8/10/2028; Supervisory Assistant Public Defender, Lindsey Guerrero, Bridgeport Juvenile Matters, expiring on 8/15/2028; Assistant Public Defender, Peter Matthews, Middletown Judicial District/Geographical Area 9, expiring on 9/6/2028; Senior Assistant Public Defender, Mark

ATTORNEY
REAPPOINTMENTS

Johnson, Litchfield Judicial District, expiring on 9/12/2028; Supervisory Assistant Public Defender, Karen Hardy-Massaró, New Britain Juvenile Matters, expiring on 9/21/2028; Senior Assistant Public Defender, Sandra Crowell, New Britain Judicial District, expiring on 9/22/2028; and Supervisory Assistant Public Defender, Michael Walker, Hartford Juvenile Matters, expiring on 9/29/2028.

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 part-time Public Defender Secretary I, Aaliyah Brooks, 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, in accordance with the recommendation of the Acting Chief Public Defender, it was VOTED unanimously to grant permanent status to the Director of Delinquency Defense and Child Protection, Renee Cimino, 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 Public Defender Secretary II, Samantha Collins, Tolland Judicial District/Geographical Area 19, 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 Public Defender Administrative Assistant, Nancy Galarza, Office of Chief Public

PERMANENT STATUS

Defender, Hartford, upon the successful completion of her 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, Elizabeth Hrywniak, Geographical Area 15 (New Britain), 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 Investigator II, Virginia Knudsen, Hartford Judicial District, 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 Public Defender Secretary II, Sarah Stroud, Geographical Area 23 (New Haven), upon the successful completion of her probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Attorney Lily DiLeo to the position of Deputy Assistant Public Defender, Geographical Area 5 (Derby).

RATIFICATION OF ATTY.
LILY DILEO

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Attorney Kimberlee Arnett to the position of Deputy Assistant Public Defender, Geographical Area 14 (Hartford).

RATIFICATION OF ATTY.
KIMBERLEE ARNETT

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Attorney Janvier Johnson to the position of Deputy Assistant Public Defender, Geographical Area 14 (Hartford).

RATIFICATION OF ATTY.
JANVIER JOHNSON

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Attorney Stephen M. Lyon to the position of Deputy Assistant Public Defender, Geographical Area 14 (Hartford).

RATIFICATION OF ATTY.
STEPHEN M. LYON

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Attorney Rebekah Whelan to the position of Deputy Assistant Public Defender, Windham Judicial District/Geographical Area 11.

RATIFICATION OF ATTY.
REBEKAH WHELAN

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Attorney John Wright, Jr. to the position of Deputy Assistant Public Defender, Windham Judicial District/Geographical Area 11.

RATIFICATION OF ATTY.
JOHN WRIGHT, JR.

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Lindsay Hale to the position of Social Worker II, Geographical Area 7 (Meriden).

RATIFICATION OF
LINDSAY HALE

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Courtney Ennis to the position of Investigator III, Windham Judicial District/Geographical Area 11.

RATIFICATION OF
COURTNEY ENNIS

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Sonya J. Cruz to the

RATIFICATION OF
SONYA J. CRUZ

position of Public Defender Secretary I, Office of Chief Public Defender, Hartford.

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Waynette Bagaloo to the position of Public Defender Secretary I, Geographical Area 23 (New Haven).

RATIFICATION OF
WAYNETTE BAGALOO

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Rebecca Hayward to the position of Fiscal Database Assistant I, Assigned Counsel Unit, Office of Chief Public Defender, Hartford.

RATIFICATION OF
REBECCA HAYWARD

Upon motion duly made and seconded, it was VOTED unanimously to approve the tuition reimbursement request of Executive Assistant to the Public Defender Services Commission, Leonie Campbell, Office of Chief Public Defender, Hartford, in accordance with Commission policies and procedures.

APPROVAL OF
TUITION REIMBURSEMENT
REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the tuition reimbursement request of Public Defender Administrative Assistant, Stephanie Mucci, Legal Services Unit, Office of Chief Public Defender, Hartford, in accordance with Commission policies and procedures.

APPROVAL OF
TUITION REIMBURSEMENT
REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the tuition reimbursement request of Public Defender Administrative Assistant, Dominica Zdonek, Legal Counsel Unit, Office of Chief Public Defender, Hartford, in accordance with Commission policies and procedures.

APPROVAL OF
TUITION REIMBURSEMENT
REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of the Director of Delinquency Defense and Child Protection, Renee Cimino, Office of Chief Public Defender, Hartford.

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

There being no further business to come before the Commission, the meeting was adjourned at 7:51 p.m.

Respectfully submitted,

John R. Day
Acting Chief Public Defender