

**MINUTES OF MEETING**  
**PUBLIC DEFENDER SERVICES COMMISSION**  
**OCTOBER 7, 2025**

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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 Elliot N. Solomon (via Telephone & In-Person)

Herman Woodard, Jr., Esq.

**Others Present**

John R. Day, Acting Chief Public Defender

Deborah Del Prete Sullivan, Legal Counsel, Director

Erin M. Ryan, Director of Human Resources

John DelBarba, Assistant Legal Counsel

Colleen Valentine, Assistant Attorney General

Leonie Campbell, Executive Assistant to the Commission

Upon motion duly made and seconded, it was VOTED unanimously to approve the minutes of the September 9, 2025, meeting.

APPROVAL OF MINUTES

Upon motion duly made and seconded, it was VOTED unanimously to go into Executive Session at 4:59 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,

EXECUTIVE SESSION

Appointments, Reclassifications, Reappointments & Permanent Statuses, Outside Employment Requests, Educational Leave Requests, and Litigation Involving the Commission.

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

The Commission came out of Executive Session at 6:55 p.m.

Upon motion duly made and seconded, it was VOTED unanimously to approve the following Authorizations to Incur Expenses: 10-2025-01; 10-2025-02; 10-2025-04; 10-2025-05; 10-2025-07; 10-2025-08; and 10-2025-09.

APPROVAL OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to table the following Authorizations to Incur Expenses for additional information: 10-2025-03 and 10-2025-06.

TABLING OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Timothy Leffingwell to the position of Public Defender Secretary I, Geographical Area 15 (New Britain).

RATIFICATION OF  
TIMOTHY LEFFINGWELL

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Amariliz Torres to the position of Public Defender Secretary I, Geographical Area 4 (Waterbury).

RATIFICATION OF  
AMARILIZ TORRES

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Ashley O'Brien to the position of Public Defender Secretary II, Windham Judicial District/Geographical Area 11.

RATIFICATION OF  
ASHLEY O'BRIEN

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, William O'Connor, Connecticut Valley Hospital, Office of Chief Public Defender, Middletown, expiring on 10/14/2029; Assistant Public Defender, Erica Barber, Legal Services Unit, Office of Chief Public Defender, Waterbury, expiring on 10/22/2029; Assistant Public Defender, Brya Darley, Waterbury Juvenile Matters, expiring on 10/22/2029; Assistant Public Defender, Owen Firestone, Geographical Area 7 (Meriden), expiring on 10/22/2029; Assistant Public Defender, Shanna Hugle, Legal Services Unit, Office of Chief Public Defender, Waterubry, expiring on 10/22/2029; and Assistant Public Defender, Stephanie Toronto, Geographical Area 23 (New Haven), expiring on 10/22/2029.

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 Administrative Services Officer, Mikala Guyton, 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 Investigator I,

PERMANENT STATUS

Samuel Broome, Geographical Area 14 (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 Public Defender Secretary I, Amanda Wagman, Geographical Area 10 (New London), 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 I, Kiely Smith, 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 Deputy Assistant Public Defender, Nora McNeil, Geographical Area 12 (Manchester), 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, Theodore Johnson, Hartford Community Court, 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

PERMANENT STATUS

Public Defender, Lily Di Leo, Geographical Area 5 (Derby), 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, Tyrese Ford, New Haven Juvenile Matters, 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, Grace Teardo, 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 Deputy Assistant Public Defender, Alyssa Wessner, 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 Deputy Assistant Public Defender, Alexa Blinkowitz, Waterbury 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 Deputy Assistant Public Defender, Ruth Burke, Legal Services Unit, Office of Chief

PERMANENT STATUS

Public 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, Katelyn d'Ouille, 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 Deputy Assistant Public Defender, Clare Hebert, 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 Deputy Assistant Public Defender, Devon Myer, Geographical Area 15 (New Britain), upon the successful completion of his probationary period.

PERMANENT STATUS

Upon motion duly made and seconded, it was VOTED unanimously to approve the update to **Policy 615, Motor Vehicle Policy**, in the Division's Administrative Policy and Procedures Manual.

APPROVAL OF UPDATE TO  
**POLICY 615, MOTOR VEHICLE  
POLICY**

The Acting Chief Public Defender provided a report to the Commission.

REPORT OF ACTING CHIEF  
PUBLIC DEFENDER

Upon motion duly made and seconded, in accordance with the recommendation of the Acting Chief Public Defender, it was

APPROVAL TO DEVIATE FROM  
**POLICY 205** REGARDING  
CURRENT FELLOWSHIP  
ATTORNEYS ONLY

VOTED unanimously to deviate from Commission Policy 205 for the current group of fellowship attorneys only, and approve the appointment of such attorneys to Deputy Assistant Public Defenders, contingent on their bar admission, and upon request by the current office supervisor to which they are assigned.

There being no further business to come before the Commission, the meeting was adjourned at 7:29 p.m.

Respectfully submitted,

John R. Day  
Acting Chief Public Defender