

**MINUTES OF MEETING**  
**PUBLIC DEFENDER SERVICES COMMISSION**  
**SEPTEMBER 9, 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 1006/1008, Hartford, Connecticut.

**Members Present**

Honorable Richard N. Palmer, **Chair**

Michael Jefferson, Esq.

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

Renee Cimino, Director of Delinquency Defense and Child Protection

Leonie Campbell, Executive Assistant to the Commission

Michael J. Richards, Supervisory Assistant Public Defender  
Geographical Area 4 (Waterbury)

Colleen Valentine, Assistant Attorney General (via Zoom)

Michael Brown, Esq.

Brown & Patterson LLP

Chief Fiscal Officer, Stephen Hunt, provided a brief budget summary for FY 26.

BUDGET SUMMARY

Upon motion duly made and seconded, it was VOTED unanimously to go into Executive Session at 4:53 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, and Authorizations to Incur Expenses.

EXECUTIVE SESSION

Other attendees included the Acting Chief Public Defender, John R. Day; Director, Legal Counsel, Deborah Del Prete Sullivan; Assistant Attorney General, Colleen Valentine (via Zoom); and Michael Brown, Esq., Brown & Patterson LLP.

The Commission came out of Executive Session at 6:17 p.m.

Upon motion duly made and seconded, it was VOTED unanimously to approve the minutes of the July 1, 2025, meeting.

APPROVAL OF MINUTES

Upon motion duly made and seconded, it was VOTED unanimously to go back into Executive Session at 6:20 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 Statutes to discuss the following: Authorizations to Incur Expenses, Appointments, Reclassifications, Reappointments & Permanent Statuses, Outside Employment Requests, Educational Leave Requests, and Strategy and Negotiations with Respect to Collective Bargaining.

EXECUTIVE SESSION

Other attendees included the Acting Chief Public Defender, John R. Day; Director, Legal Counsel, Deborah Del Prete Sullivan; Director of Human Resources, Erin M. Ryan; Director of Delinquency Defense and Child Protection, Renee L. Cimino; and Supervisory

Assistant Public Defender, Michael J. Richards, Geographical Area 4 (Waterbury).

The Commission came out of Executive Session at 8:04 p.m.

Upon motion duly made and seconded, it was VOTED unanimously to approve the Income Eligibility Guidelines for Public Defender Services.

APPROVAL OF INCOME  
ELIGIBILITY GUIDELINES FOR  
PUBLIC DEFENDER SERVICES

Upon motion duly made and seconded, it was VOTED unanimously to approve the deposit of \$213 from the Estate of Barbara N. Natusch's bequeathment into the account designated for these funds.

APPROVAL OF DEPOSIT FROM  
BARBARA N. NATUSCH'S  
BEQUEATHMENT

Upon motion duly made and seconded, it was VOTED unanimously that on a case-by-case basis, the Chair review any expenditure of funds beyond the coverage provided, pursuant to the Division's annual malpractice policy prior to authorizing any expenditure for such.

APPROVAL OF REVIEW OF  
FUNDS ON A CASE-BY-CASE  
BASIS BEYOND THE DIVISION'S  
ANNUAL MALPRACTICE POLICY

Upon motion duly made and seconded, it was VOTED unanimously to approve the following Authorizations to Incur Expenses: 9-2025-01; 9-2025-02; 9-2025-03; 9-2025-04; 9-2025-05; 9-2025-06; 9-2025-07; 9-2025-08; 9-2025-09; 9-2025-10; and 9-2025-11.

APPROVAL OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to table the following Authorizations to Incur Expenses for additional information and resubmission: 9-2025-12; 9-2025-13; 9-2025-14; 9-2025-15; and 9-2025-16.

TABLING OF EXPENSES

Upon motion duly made and seconded, it was VOTED unanimously to appoint Attorney Danae Dwyer to the position of Supervisory Assistant Public Defender, New Britain Juvenile Matters.

APPOINTMENT OF ATTY.  
DANAE DWYER

Upon motion duly made and seconded, it was VOTED unanimously to appoint Attorney Kelly Petit to the position of Deputy Assistant Public Defender, Geographical Area 4 (Waterbury).

APPOINTMENT OF ATTY.  
KELLY PETIT

Upon motion duly made and seconded, it was VOTED unanimously to appoint Jaime Delarosa to the position of Manager of Child Protection & Delinquency Defense Operations, Child Protection Unit, Office of Chief Public Defender, Hartford.

APPOINTMENT OF  
JAIME DELAROSA

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Tavon Royster to the position of Investigator I, Danbury Judicial District/Geographical Area 3.

RATIFICATION OF  
TAVON ROYSTER

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Kobe Anderson to the position of Investigator I, Geographical Area 12 (Manchester).

RATIFICATION OF  
KOBE ANDERSON

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Alyssa Rodriguez to the position of Public Defender Secretary I, Geographical Area 7 (Meriden).

RATIFICATION OF  
ALYSSA RODRIGUEZ

Upon motion duly made and seconded, it was VOTED unanimously to ratify the appointment of Jennifer Muriby-Ortega to the position of Public Defender Secretary II, New London Judicial District.

RATIFICATION OF  
JENNIFER MURIBY-ORTEGA

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, Abra Rice, Geographical Area 23 (New Haven), expiring on 8/12/2029; Senior Assistant Public Defender, Robert Famiglietti, Geographical Area 1 (Stamford), expiring on 9/9/2029; Assistant Public Defender, Jennifer Flynn, Hartford Juvenile Matters, expiring on 9/9/2029; Assistant Public Defender, William Schofield, Geographical Area 18 (Torrington), expiring on 9/9/2029; and Director of Assigned Counsel, Alix Walmsley, Office of Chief Public Defender, Hartford, expiring on 9/9/2029.

ATTORNEY  
REAPPOINTMENTS

Upon motion duly made and seconded, it was VOTED unanimously to reappoint the Deputy Chief Public Defender, John R. Day, Office of Chief Public Defender, Hartford, expiring on 10/1/2029.

REAPPOINTMENT OF DEPUTY  
CHIEF PUBLIC DEFENDER,  
JOHN R. DAY

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, Jean Louisgene, Hartford Judicial District, 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 Paralegal II, Michael Massaro, Legal Services Unit, Office of Chief Public Defender, 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 Investigator II, Richard Ferris, New Haven Judicial District, 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, Frank Bevilacqua, Geographical Area 1 (Stamford), 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 Social Worker II, Lindsay Hale, 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, Janvier Johnson, 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, John Wright, Jr., Windham Judicial District/ Geographical Area 11, 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, Rebekah Whelan, Windham Judicial District/ Geographical Area 11, 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, Stephen Lyon, 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, Kimberlee Arnett, 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 Administrative Services Assistant, Megan Morgan, Office of Chief Public Defender Hartford, 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 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 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 outside employment request of Investigator III, Paul Farley, New Britain Judicial District.

APPROVAL OF OUTSIDE  
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Public Defender Secretary II, Sharon Grace, Danbury Judicial District/ Geographical Area 3.

APPROVAL OF OUTSIDE  
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Social Worker III, Bryan Habif, Geographical Area 14 (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, Laura Hamilton, 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, it was VOTED unanimously to approve the outside employment request of Social Worker II, DaShayla Miller, New Haven Juvenile Matters.

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 Murphy, Geographical Area 23 (New Haven).

APPROVAL OF OUTSIDE  
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Deputy Assistant Public Defender, Andrew O'Dell, Geographical Area 18 (Torrington).

APPROVAL OF OUTSIDE  
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the outside employment request of Social Worker III, Sandra I. Ward, Danbury Judicial District/Geographical Area 3.

APPROVAL OF OUTSIDE  
EMPLOYMENT REQUEST

Upon motion duly made and seconded, it was VOTED unanimously to approve the tuition reimbursement request of Public Defender Administrative Assistant, Verinda M. Birdsong, Training 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 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, Dominica Zdonek, Legal Counsel

APPROVAL OF TUITION  
REIMBURSEMENT REQUEST

Unit, Office of Chief Public Defender, Hartford, in accordance with Commission policies and procedures.

Upon motion duly made and seconded, it was VOTED unanimously to approve the update to **Policy 304, Longevity Payments**, in the Division's Administrative Policy and Procedures Manual.

APPROVAL OF **POLICY 304, LONGEVITY PAYMENTS**

Upon motion duly made and seconded, it was VOTED unanimously to approve a title and name change for the Legal Counsel Unit. The new title and name change is Legal Counsel, Director of Legal and Legislative Affairs.

APPROVAL OF TITLE AND NAME CHANGE FOR THE LEGAL COUNSEL UNIT

Upon motion duly made and seconded, it was VOTED unanimously to approve the reclassification of Dominica Zdonek to the position of Legal and Legislative Affairs Aide.

RECLASSIFICATION OF DOMINICA ZDONEK

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

REPORT OF ACTING CHIEF PUBLIC DEFENDER

Upon motion duly made and seconded, it was VOTED unanimously to reappoint Attorney John R. Day to the position of Acting Chief Public Defender.

REAPPOINTMENT OF ACTING CHIEF PUBLIC DEFENDER, ATTORNEY JOHN R. DAY

There being no further business to come before the Commission, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

John R. Day  
Acting Chief Public Defender