

DCJ ADVISORY BOARD MEETING
October 1, 2025

MINUTES

The meeting of the DCJ Advisory Board was called to order at 12:30 p.m. by State's Attorney Margaret E. Kelley (Ansonia-Milford).

Also present were Chief State's Attorney Patrick Griffin, Deputy Chief State's Attorneys John Russotto, Lisa D'Angelo and Eliot Prescott; State's Attorneys John Fahey (Windham); Sharmese Walcott (Hartford); David Shannon (Litchfield); Christian Watson (New Britain); Jack Doyle (New Haven); Paul Narducci (New London); Paul Ferencek (Stamford); Maureen T. Platt (Waterbury); Executive Assistant State's Attorneys Kathryn Bare and Matthew Gedansky and Criminal Justice Commission Member Scott Murphy (telephone) . In addition, the following were present: SASA Tim Sugrue, SASA David Kutzner, Ann Cournoyer, Kyle Baudoin and Michael Sullivan.

MINUTES

A motion to accept the minutes from the September 10, 2025 meeting was made by Paul Narducci and seconded by John Fahey. It passed unanimously.

MANAGEMENT COMMITTEE-

DCSA Russotto reported on the recently revised job descriptions for the following positions: DCJ Secretary 1, DCJ Secretary 2, DCJ Litigation Support Specialist and DCJ Paralegal Specialist. They are currently in the approval process with the Department of Administrative Services. DCSA Russotto will then meet with the Unions to discuss.

DCSA Russotto also addressed the upcoming training for supervisors, now scheduled for a full day on November 19, 2025. Newly appointed State's Attorneys will also be required to attend. All State's Attorneys are encouraged to attend.

OPERATIONS COMMITTEE

There was no report.

TRAINING COMMITTEE

DCSA Lisa D'Angelo reported for the committee and indicated that there will be three DCJ hosted trainings, one each for the CSP Western District Major Crime Squad, CSP Central District Major Crime Squad and CSP Eastern District Major Crime Squad. No dates have been announced.

PEER REVIEW

There was no report.

POTENTIAL CONFLICTS

There were no conflicts to report.

OTHER BUSINESS

There was no other business to discuss.

ADJOURNMENT

A motion to adjourn the meeting was made by DCSA Russotto and seconded by SA Paul Narducci. The meeting adjourned at 12:41 p.m.

Respectfully submitted,

Margaret E. Kelley