

DCJ ADVISORY BOARD MEETING  
October 2, 2024

**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 and Kevin Lawlor; State's Attorneys David Applegate (Danbury); Anne Mahoney (Windham); Sharmese Walcott (Hartford); David Shannon (Litchfield); Michael Gailor (Middlesex); Christian Watson (New Britain); Jack Doyle (New Haven); Paul Narducci (New London); Paul Ferencek (Stamford); Matthew Gedansky (Tolland); Maureen T. Platt (Waterbury); Executive Assistant State's Attorneys Kathryn Bare, Lisa D'Angelo and Gail Hardy; and Criminal Justice Commission Member Scott Murphy (telephone) . In addition, the following were present: SASA Tim Sugrue, SASA Vincent Duva, SASA David Kutzner, Ann Cournoyer, Naveen Prathikantam and Kyle Baudoin

**MINUTES**

A motion to accept the minutes from the September 4, 2022 meeting was made by DCSA Lawlor and seconded by SA Paul Ferencek. It passed unanimously.

**MANAGEMENT COMMITTEE-**

DCSA Russotto reported that they were currently working on a review of job classifications as employee contracts are being reviewed.

**OPERATIONS COMMITTEE**

SA Platt reported for the Committee and indicated that the committee had met virtually on Monday and voted to accept the revised DCJ Policy 515 and the template for Agreement Concerning Prosecution, and to present the same at today's meeting. EASA Katie Bare addressed the changes in both documents. CSA Griffin indicated that the template was meant to be a "model" and its purpose was to provide guidance in the field, reflect current case law and provide some continuity among the thirteen judicial districts. SA Walcott moved to adopt the policy and template. That motion was seconded by SA Narducci. The motion passed unanimously, with one abstention.

**TRAINING COMMITTEE**

EASA Lisa D'Angelo reported for the committee and listed the many upcoming trainings on the calendar. After meeting remotely on September 19<sup>th</sup>, the Committee decided that going forward, it intends to combine some of the trainings in the future, as the classes of newer prosecutors are smaller. There was discussion within the Committee about making some trainings virtual, but also continuing to schedule in person trainings.

### **PEER REVIEW**

DCSA Russotto reported that eleven of the twelve reviews have been completed and that final reports would be sent out shortly.

### **POTENTIAL CONFLICTS**

None reported.

### **OTHER BUSINESS**

None.

### **ADJOURNMENT**

SA Walcott made a motion to adjourn the meeting. It was seconded by SA Ferencek and passed unanimously. The meeting adjourned at 12:56p.m.

Respectfully submitted,

Margaret E. Kelley