



State of Connecticut  
Department of Developmental Services

DDS

**Minutes of the October 4, 2022 Meeting**

**Location:** Meeting Held Virtually via Microsoft Teams

**In attendance:** Princess Russell-Raynor, Co-Chair; Kevin Bronson, Co-Chair; Peter Mason; Marina Derman; Claudine Testani; Wayne Seidel; Shannon McCormick; Dawn DeMatteo; Yana Razumnaya; Sherri Knightly; Sally Bonito; Joe Carvalho

**Absent:** None

**Introductions and Announcements**

- Kevin Bronson, calls the meeting to order at 11:02 am

**Topics for discussion:**

- DDS Internal Communications Survey Results Presentation
  - Kevin Bronson made a presentation and Committee Members were able to ask questions
- Next Steps
  - Kevin talks about getting Day and Residential incentives from the respective committees and distributing them to committee members.
  - Kevin and Princess asked for members to think about other topics
  - Wayne supported the idea of looking at incentives
  - Dawn talked about looking into Case Management communications more
  - Marina talked about these issues we are talking about are not new and to look into how to make the DDS website more friendly.
  - Wayne, trying to tie in the committee's comments from the survey presentation, and the committee's goal, to ensure the correct information is shared in a timely manner and how to do it effectively.
- Meeting schedule and committee going forward- adjustments
  - Kevin Bronson, stepping aside as Co-Chair, and Joe Carvalho, DDS, will be replacing Kevin as Co-Chair of the committee.

**Announcement of Next Meeting**

Wednesday, October 26<sup>th</sup>, 11:00 am

**Adjournment**

The meeting was adjourned at 12:06 pm