

Minutes  
Public Service and Trust Commission  
Steering Committee  
May 13, 2008

The Steering Committee of the Public Service and Trust Commission met in the 4<sup>th</sup> floor conference room at the Waterbury Judicial District Courthouse located at 400 Grand Street, Waterbury, CT on May 13, 2008.

Those in attendance: Attorney Joseph D. D'Alesio, Hon. Alexandra DiPentima (Chair), Atty. Melissa Farley, Hon. Douglas C. Mintz, Hon. Barbara Quinn, Atty. Frederic Ury, and Atty. Dawne Westbrook.

The meeting was called to order at 3:30 PM by Judge DiPentima.

1. Review and approval of minutes - Upon motion and second, the minutes of the April 9, 2008 meeting were unanimously approved.

The next item was taken out of order with the agreement of the Committee.

2. Review Commission Timeline - Judge DiPentima went over the Commission timeline. After the Steering Committee's review of the draft plan today, there will be meetings with each committee's co-chairs to review their specific section. Each committee did a great job in addressing the issues that were part of the committee charges, and it is important to meet with the co-chairs to be sure that nothing was missed in the drafting process. Any revisions that result from the meetings will be made and the final draft of the plan will be reviewed a final time.

The draft of the plan will then be sent out to the full commission the week before its May 29<sup>th</sup> meeting. Once the commission has reviewed and approved the plan, it will be sent to the Chief Justice. Upon her acceptance of the plan, it will be formatted and printed prior to its presentation at the Annual Meeting of the judges at the end of June. There will also be an implementation plan produced over the summer. A subsequent meeting of the full commission will be scheduled for the end of 2008 to bring the commission up-to-date on the progress that has been made in implementing the plan.

3. Review Draft Strategic Plan - The committee then reviewed and discussed the draft strategic plan in detail.
4. Other Business – Any additional comments or questions about the draft should be emailed to Judge DiPentima. After the full commission meeting, a decision will be made on whether or not the steering committee should meet again.

The meeting adjourned at 5:05 PM.