

Minutes
Public Service and Trust Commission
Steering Committee
July 10, 2008

The Steering Committee of the Public Service and Trust Commission met in the Attorney Conference Room at the Supreme Court Building at 231 Capital Avenue, Hartford, CT on July 10, 2008.

Those in attendance: Hon. Patrick Carroll, 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 1:25 PM by Judge DiPentima.

1. Review and approval of minutes - Upon motion and second, the minutes of the June 10, 2008 meeting were unanimously approved.
2. Role of the Steering Committee during the Implementation Phase – The office of the chief court administrator will be implementing the plan and will be calling on members of the steering committee to act as a resource in serving on committees where appropriate and in contacting people/groups in connection with implementation. Judge DiPentima will keep the committee apprised of how the implementation process is progressing as she hears from the chief court administrator. The steering committee will meet before the end of this year to discuss the update for the full commission which will take place late this year or early in 2009.
3. Implementation of the Strategic Plan – Judge Quinn reported that her office is drafting the implementation plan, reviewing, grouping and incorporating material gathered from the focus groups under the goals and strategies. Some projects are already underway, including the Complex Litigation Committee, the newly formed Criminal Practice Commission, and a Small Claims committee. Other projects will be implemented with sponsors, leaders, and specific goals and all projects will be tracked and overseen through the chief court administrator's office. Discussion ensued on various projects.
4. Update on Connecticut Bar Foundation's citizens' symposium on the courts – Atty. Ury provided an update on the proposed Connecticut Bar Foundation citizen's symposium on the courts. There was extensive discussion as to what the role of judicial should be in this symposium as well as how the strategic plan would fit into the framework of a symposium, possibly as an opportunity to give participants in the focus groups an overview of the plan – what has been done so far, what is on the drawing board, and what help we are going to need in moving toward accomplishing the strategies and goals of the plan. Further discussion took place as to ways of communicating and collaborating with the legislative and executive branches regarding the strategic plan and its implementation. Atty. Ury will set up a meeting with people from the Connecticut Bar Foundation and Judge DiPentima to discuss the symposium.

5. Discussion on who should be receiving copies of the strategic plan – Discussion about the distribution of copies of the plan included to whom the plan should be sent and how it should be sent. Copies of the plan will be distributed to members of the executive and legislative branches and others in accordance with the list that was developed.
6. Discussion on contacting people who coordinated the focus groups and updating them on the status of our efforts - In addition to the contact people receiving the plan in hard copy, they will also be sent an email with a link to the plan or the pdf version of the plan and a link to the supporting materials that are online.
7. Scheduling of the next meeting – The steering committee will tentatively plan to meet at the end of September/beginning of October.
8. Other business – Discussion ensued as to the importance of letting the public and all stakeholders know that the changes that have already been made and those changes that will be made are an outgrowth of the plan. The implementation plan will connect the focus group input, the strategic plan and specific projects and that connection will help with recognition and acceptance of the changes that are being proposed and implemented.

The meeting adjourned at 2:30 PM.