

**Minutes
Public Service and Trust Commission
Steering Committee
July 13, 2007**

The Steering Committee of the Public Service and Trust Commission met in the Attorney Conference Room of the Appellate Court located on 75 Elm Street, Hartford, CT on July 13, 2007 from 11:30 a.m. to 2:30 p.m.

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

Judge DiPentima welcomed the members of the Steering Committee and called the meeting to order at 11:40 a.m.

The first order of business was to amend the agenda to include the review and acceptance of the minutes from the Steering Committee meeting of June 21, 2007. The minutes were accepted as submitted.

The next agenda item was a review of the importance of, and the methods employed, in the strategic planning process presented by Joe D'Alesio.

The next agenda item was an affinity exercise undertaken by the entire Steering Committee. The goal of this exercise was to categorize the over-seventy justice system stakeholder groups, which had been identified in the previous Steering Committee meeting, into representative focus groups whose input will be used to guide the Branch's strategic planning process.

The Steering Committee further refined the affinity exercise to identify the justice system stakeholder groups that need to be represented on the Public Service and Trust Commission so that it may effectively meet its charge, as defined by the Chief Justice. As a result of this process, a recommendation will be made to the Chief Justice regarding the groups that should be represented on the Commission.

Judge DiPentima briefly outlined the timeline for the strategic planning process, including the review schedule for the public survey request for proposal (RFP) as recommended by Melissa Farley, and the initial meeting of the Commission, which is anticipated to take place toward the end of September 2007.

It was agreed to delay scheduling the next Steering Committee meeting of the Public Service and Trust Commission until a response was received from the Chief Justice regarding the Steering Committee's recommendation as to the composition of the Commission.

The meeting was adjourned at 2:30 p.m.