

# **Probate Court Budget Committee**

Meeting Minutes  
Wednesday, March 4, 2020  
4:00 p.m.

Library at the Office of the Probate Court Administrator  
186 Newington Road, West Hartford, CT

The meeting convened at 4:04 p.m.

In attendance: Judge Beverly Streit-Kefalas, Probate Court Administrator and Chair, Judge Joseph Marino, and Judge Fred Anthony (by telephone)

## **Public Comment and Correspondence**

None. In attendance, Nanci Howard, Chief Clerk Housatonic Probate Court, Idaliz Gomez, Chief Clerk East Hartford Probate Court, co-presidents of the Connecticut Association of Probate Clerks.

## **Remarks by the Chair**

Judge Streit-Kefalas remarked on Judge Marino's resignation as a member of the Budget Committee, effective at the annual Probate Assembly meeting on April 23, 2020. She expressed her thanks to Judge Marino for his years of dedication and outstanding service. Judge Marino was an originating member of the Probate Budget Committee since its statutory formation in 2009.

Judge Streit-Kefalas also introduced new members of the Office of the Probate Court administrator to the Budget Committee. First, Lisa Hansen, the new Director of Financial Services, and Melissa Riley, the new Manager of Communications and Intergovernmental Relations.

Judge Streit-Kefalas briefly provided an update on the legislative session with respect to the Probate Court's General Fund Appropriation in light of the Governor's proposed adjustment to FY21 Budget. We continue efforts for legislative support of the \$12.5 million general fund appropriation approved in last year's session. It remains important to educate legislators on the need for proper funding for Probate Court operations.

## **Adoption of FY 20-21 Office Budgets**

Judge Streit-Kefalas briefly introduced the proposed Probate Court office budgets as provided in the materials.

Judge Marino made a motion to approve the office budgets as presented. Judge Anthony seconded the motion. Judge Streit-Kefalas called for a vote and the motion passed unanimously.

## **Compensation Plan Adjustments**

The Director of Financial Services, Lisa Hansen, presented statistical results of implementing the compensation adjustments previously approved by the committee. Lisa also highlighted the upcoming performance evaluation process for courts.

No action needed.

## **Policy re: Progression from Assistant Clerk to Clerk**

Finance Director, Lisa Hansen, reported on the status of the new policy on progression from Assistant Clerk to Clerk for eligible court staff. The planned implementation date for the Policy will be effective March 9, 2020 (March 26, 2020 payroll).

No action needed.

## **Other Business / New Business**

None

## **Adjournment**

The meeting adjourned at 4:21 p.m.