

Probate Court Budget Committee

Special Meeting

Meeting Minutes

Thursday, March 19, 2020

4:00pm

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

The meeting convened at 4:00 p.m. Due to the COVID-19 pandemic, the meeting was conducted by conference call only to ensure compliance with the CDC and State of CT Department of Health recommendations for social distancing and to allow all courts to call in.

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

Remarks by the Chair

Judge Beverly Streit-Kefalas expressed profound appreciation and gratitude to the continued dedication and commitment of the entire probate court system in these unprecedented times. Given the concern for the health and safety of all Probate Court personnel, the Special Meeting of the Budget Committee was convened in response to the effect of the COVID-19 pandemic on court operations. She noted that the order in the Agenda deviated from typical Budget Committee agendas in that Public Comment will follow the presentation of the proposed COVID-19 Leave Policy. Inquiries raised in Public Comment will be collated and responded to in a revision to the Frequently Asked Questions also disseminated as part of the meeting materials.

Judge Streit-Kefalas introduced Lisa Hansen, Director of Financial Services, to summarize proposed Policy 903.

Lisa discussed and described Policy 903 indicating it deviates from Policies 104 and 114 due to the extraordinary circumstances and permits compensation of court staff under certain extraordinary circumstances as articulated in the policy. It provides for circumstances as identified as Level A, Level B, Level C, and Level D as detailed in the proposed Policy disseminated prior to the meeting.

The Motion was made by Judge Anthony to adopt Policy 903 COVID-19 Leave. Judge Marino seconded the motion.

Public Comment and Correspondence

Public comment was opened and inquired by roll call to each individual court.

Judge Anthony commented that it is necessary and appropriate to institute this policy and that there may be a need to revisit provisions as time and circumstances change.

Judge Marino emphasized the fluidity of the situation and remarked of the benefit of having such a policy. Judge Marino also expressed openness to reviewing and revising the policy as may be appropriate.

Judge Streit-Kefalas commented that if the policy is approved, it would be effective March 17, 2020 to coincide with the Governor's Executive Order closing schools.

Vote was called by Judge Streit-Kefalas and all voted in favor of adoption of Policy 903.

Motion to Adjourn was made by Judge Anthony. Judge Marino seconded.

Adjourned at 4:20 p.m.