

**MINUTES OF THE MARCH 28, 2016 MEETING
OF THE PROCEDURES REVIEW COMMITTEE**

The following were in attendance at the meeting: Hon. Philip Wright; Hon. Robert Randich; Hon. Diane Blick; Hon. Charles Norris; Sally Canzanella, *Chief Clerk, East Hartford Probate Court*, Heather Dostaler, *Probate Administration Staff Attorney*; Bonnie Bennet, *Probate Administration Legal Counsel*; Alison Green, *Probate Administration Staff Assistant*

The following were absent from the meeting: Hon. Jennifer Berkenstock; Lori Michalak, *Chief Clerk Shelton Probate Court*; Sondra Waterman, *Ret. Chief Clerk, Hartford Probate Court*

Call to order: The meeting was called to order at 9:15 a.m.

Old Business: NONE

New Business: The Committee reviewed, discussed and took action on new and revised forms as shown and evidenced on the attached schedule.

Adjournment: Upon motion duly made and seconded, the meeting was adjourned at 11:50p.m.

Respectfully submitted,

Diane S. Blick

Hon. Diane S. Blick, Secretary

THE NEXT MEETING OF THE PROCEDURES REVIEW COMMITTEE WILL BE ON

MONDAY, APRIL 25, 2016 at 9:00 a.m.

IN THE LIBRARY AT PROBATE ADMINISTRATION

List of Forms for Consideration 3-28-16

PC#/old CM #	Form Name	CMS	WEB	Suggested Change(s)/Action Taken	Date of Committee Review	Committee Action Complete
43XX New	Notice of Hearing/Sale or Mortgage of Real Property	X		Suggestion from Subcommittee III of the Probate Court Rules Advisory Committee to include address of property, proposed sale price and buyer on notice of hearing	03/28/16	Approved the notice of hearing, 3-28-16. A new streamline notice is also needed.
440	Inventory		X	Suggestion to require deed to be submitted with inventory; new format and other suggested changes; two options presented	1/25/2016 2/22/16; 3/28/16	Committee approved version with detailed instruction in the body of the form, 3-28-16; some additional revision to instructions needed.
New 30XX CM-29	Petition for Appointment of Conservator of Estate for Non-Domiciliary with Real or Tangible Personal Property in the State		X	Create PC form; new format in accordance with 45a-659 to replace CM-29	03/28/16	Approved with edit, 3-28-16
NEW 36XX CM-30	Decree/Appointment of Conservator of Estate of Nondomiciliary	X		Create new PC form in accordance with 45a-659 to replace CM-30	03/28/16	Approved 3-28-16
NEW-90XX CM-68	Appeal of Order of Isolation, Quarantine or Vaccination		X	Replace CM-68; new format and instructions	03/28/16	Approved 3-28-16
NEW 93XX CM-69;	Notice of Hearing/Appeal Isolation, Quarantine Order	X		Make CM-69 obsolete upon deployment of new PC-93XX Notice - New form only contains Notice not Order of Notice	03/28/16	Approved 3-28-16

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NEW 93XX CM-69A;	Notice of Hearing/Appeal Vaccination order	X		Make CM-69A obsolete upon deployment of New PC-93XX Notice New form only contains notice not Order of Notice	03/28/16	Approved 3-28-16
NEW 96XX CM-70A	Decree/Isolation or Quarantine Ordered By Governor under 19a-131	X		Replaces CM-70A	03/28/16	Approved 3-28-16
NEW 96XX CM-70	Decree/Isolation or Quarantine Ordered by Local Health Director under 19a-221	X		Replaces CM-70A	03/28/16	Approved 3-28-16
NEW 96XX CM-71	Decree/Vaccination/Public Health Emergency Declared by Governor	X		Replaces CM-71	03/28/16	Approved 3-28-16
350	Notice for the Land Records/Conservator	X		Clarify that this form is to be issued only when a conservator of the estate is appointed	03/28/16	Approved 3-28-16
330	Citation and Return/Appointment of Conservator	X		Revisions to Notice to Respondent section in response to suggestions by Connecticut Legal Rights Project	03/28/16	Approved 3-28-16
831	Citation and Return/Involuntary Commitment of Person with Psychiatric Disability	X		Revisions to Notice to Respondent section in response to suggestions by Connecticut Legal Rights Project	03/28/16	Approved 3-28-16
370	Physician's Evaluation/Conservatorship		X	Minor change (Word "mental" removed from phrase "mental or cognitive deficiency" from section 1a)	03/28/16	Approved 3-28-16
New CM-37	Writ of Habeas Corpus	X		New format; instructions; remove confidential sheet	03/28/16	Approved 3-28-16
	Possible Form Changes in response to P.A. 15-240, CT Uniform POA Act	X	X	Discussion of POA Act effective 7/1/2016	03/28/16	