

**MINUTES OF THE JUNE 27, 2016 MEETING
OF THE PROCEDURES REVIEW COMMITTEE**

The following were in attendance at the meeting: Hon. Philip Wright; Hon. Diane Blick; Hon. Jennifer Berkenstock; Hon. Charles Norris; Hon. Peter Barrett; Sally Canzanella, *Chief Clerk, East Hartford Probate Court*; Lori Michalak, Chief Clerk Shelton Probate Court; Sondra Waterman, Ret. Chief Clerk, Hartford Probate Court; Bonnie Bennet, *Probate Administration Legal Counsel*; Alison Green, *Probate Administration Staff Assistant*

The following were absent from the meeting: Hon. Robert Randich; *Heather Dostaler, Probate Administration Staff Attorney*

Call to order: The meeting was called to order at 9:10 a.m.

Old Business: NONE

New Business: The Committee welcomed Hon. Peter Barrett, Judge of the Madison - Guilford Probate Court, as a new member of the Committee.

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 12:50p.m.

Respectfully submitted,

Diane S. Blick

Hon. Diane S. Blick, Secretary

**THE NEXT MEETING OF THE PROCEDURES REVIEW COMMITTEE WILL BE ON
MONDAY, AUGUST 29, 2016 at 9:00 a.m.
IN THE LIBRARY AT PROBATE ADMINISTRATION**

PC#/o Id CM #	Form Name	CMS	WEB	Suggested Change(s)/Action Taken	Date of Committee Review	Committee Action Complete
700	Petition/Guardian of Person with Intellectual Disability		X	Make changes in accordance with P.A. 16-49 re: jurisdiction and "protected person"	06/27/26	Approved 6/27/16
760	Decree/Appointment of Guardian of Person with Intellectual Disability	X		Make changes in accordance with P.A. 16-49 re: jurisdiction and "protected person"	06/27/26	Approved 6/27/16
704	Request/Return - DDS Assessment Team Evaluation	X		Changes per P.A. 16-49; "protected person"	06/27/26	Approved 6/27/16
720	Order of Notice/Guardian of Person with Intellectual Disability	X		Changes per P.A. 16-49; "protected person"	06/27/26	Approved 6/27/16
722	Order of Notice/Guardian of Person with Intellectual Disability/Review Hearing	X		Changes per P.A. 16-49; "protected person"	06/27/26	Approved 6/27/16
730	Citation & Return/Guardian of Person with Intellectual Disability	X		Changes per P.A. 16-49; "protected person"	06/27/26	Approved 6/27/16
733	Notice of Hearing/ Guardian of Person with Intellectual Disability/Review Hearing	X		Changes per P.A. 16-49; "protected person"	06/27/26	Approved 6/27/16
763	Decree/Review/Guardian of Person with Intellectual Disability	X		Changes per P.A. 16-49; "protected person"	06/27/26	Approved 6/27/16
763A	Order/Review of Guardian of Person with Intellectual Disability/No Hearing	X		Changes per P.A. 16-49; "protected person"; Add confirmation of powers to order; suggested by clerk	06/27/16	Approved 6/27/16
770	Assessment Team Evaluation		X	Changes per P.A. 16-49; "protected person"	06/27/26	Approved 6/27/16
770A	Assessment Team Evaluation/Review		X	Changes per P.A. 16-49; "protected person"	06/27/26	Approved 6/27/16
705	Petition/Determination of Competency to Vote		X	Changes per P.A. 16-49; "protected person"	06/27/26	Approved 6/27/16
601	Petition-Consent TPR_Adoption		X	New format and jurisdiction issues	06/27/16	Approved 6/27/16
661	Decree Consent TPR_Adoption	X		Waiver of Co-parent home study per P.A. 16-156	06/27/16	Approved 6/27/16

201	Petition/Ancillary Administration		X	Include the Certificate – Existence of Inter Vivos Trust in this form similar to the PC-200	HOLD	
261	Decree/Ancillary Administration	X		Changes per P.A. 16-7, section 2	06/27/16	Approved 6/27/16
NEW	Decree/Lack of Jurisdiction to Initiate Matter	X		Chants per P.A. 16-7, Section 1	06/27/16	Approved 6/27/16
364	Decree Placement in Institution of Long Term Care	X		Per P.A. 16-7, section 3, re: hearing on waiver by person under voluntary conservator	6/27!6	Approved 6/27/16
364A	Decree Terminate Tenancy or lease/change of residence/sale or disposal of household furnishings	X		Per P.A. 16-7, section 3, re: hearing on waiver by person under voluntary conservator	6/27!6	Approved 6/27/16
NEW	Referral to Mediation by Court	X		Per Regulation 22	06/27/16	Approved 6/27/16
NEW	Form to Request a hearing		X	Suggestion by Court to create form to request a hearing	06/27/16	After discussion, no action taken