

**MINUTES OF THE AUGUST 29, 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*; Bonnie Bennet, *Probate Administration Legal Counsel*; Heather Dostaler, *Probate Administration Staff Attorney*

The following were absent from the meeting: Hon. Jennifer Berkenstock; Hon. Peter Barrett; Lori Michalak, *Chief Clerk Shelton Probate Court*; Sondra Waterman, *Ret. Chief Clerk, Hartford Probate Court*; Alison Green, *Probate Administration Staff Assistant*

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

Old Business: NONE

New Business: Bonnie Bennet announced the appointment of Hon. Jennifer Berkenstock as the new Committee Chair and thanked Hon. Philip Wright for his years of service as Chair 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 11:15 a.m.

Respectfully submitted,

Diane S. Blick

Hon. Diane S. Blick, Secretary

**THE NEXT MEETING OF THE PROCEDURES REVIEW COMMITTEE WILL BE ON
MONDAY, SEPTEMBER 26, 2016 at 9:00 a.m.
IN THE LIBRARY AT PROBATE ADMINISTRATION**