

# EXECUTIVE COMMITTEE MEETING MINUTES

## November 13, 2019

Attendees: Judges Wright, Forgione, Darby, Berkenstock, Brandt, Randich, DeGennaro, Jalowiec, Magistrali, Schad, Probate Court Administrator Streit-Kefalas, and Chief Counsel Bonnie Bennet.

1. **Call to Order:** The meeting was called to order at 10:05 a.m.

2. **Approval of the Minutes:**

A motion was made to amend the minutes of the October 9, 2019 meeting to add Judge DeGennaro to the list of attendees. Approved. The minutes from the October 9, 2019 meeting were approved.

3. **Correspondence:** None.

4. **Treasurer's Report:** The current budget report was approved.

5. **Committee Reports:**

Continuing Education

The joint CBA/Probate meeting will be held on November 19, 2019. The Committee continues to work on future programs.

Judge Jalowiec suggested training on firearm transfers by fiduciaries.

Judge Streit-Kefalas explained that every year there is a September continuing education meeting and an October judges institute. In addition, every other year in November there is the joint CBA/Probate session. She raised the question of the need for three educational programs in a row in the alternate years and suggested that there be no education session in November in the off year. There was a consensus in agreement with her suggestion.

Ethics

No report.

Legislative

Judge Streit-Kefalas reported that the next meeting will be December 6 at 9:00 a.m. at the Trumbull Town Hall. Also, Jason Bowsza will be leaving PCA and the search has started for his replacement.

Nominating

Judge Marino submitted the proposed slate of candidates as follows:

Officers:

President – Judge	Honorable Michael Brandt
First Vice President – Judge	Honorable Evelyn Daly
Second Vice President – Judge	Honorable Michael Darby
Executive Secretary	Honorable Leah Schad
Recording Secretary	Honorable Kathleen Maxham
Treasurer	Honorable Michael Magistrali

Executive Committee:

Honorable Matthew Jalowiec  
Honorable Paul Ganim

Honorable Peter Barrett  
Honorable John McGrath, Jr.

Planning

Judge Forgione reported that the committee has been discussing reducing the claims period.

Procedures Review

Judge Berkenstock reported that the committee is on hiatus until February because of the eFiling rollout.

Public Information

No report.

Hospitality

Judge DeGennaro plans to hold two events a year; one for judges and one for judges and staff. He would like to have an event next September, ideally a social gathering after a continuing education presentation in lieu of lunch. There was a discussion of a reception in honor of Judge Knierim sponsored by the CT Probate Judges Association.

Conservatorship Guidelines

No report.

Court Security

No report.

**6. Comments of the Probate Court Administrator**

Judge Streit-Kefalas announced that Lisa Hansen has been hired as the new Director of Financial Services to replace Andrea King. She will be starting on December 6, 2019. Judge Streit-Kefalas thanked Judge Magistrali for serving on the panel to interview candidates.

Judge Streit-Kefalas also reminded all that Jason Bowsza is leaving as of November 19, 2019.

All existing judges and staff are required to watch a two-hour training on Sexual Harassment by October 1, 2020. Any staff hired after October 1, 2019 must complete the training within six months of their hire date.

Judge Streit-Kefalas reported that eFiling will be launched system-wide on January 1, 2020. Trainings are scheduled for clerks, judges, and attorneys. The budget committee meeting is set for December 4, 2019 at 4:00 p.m. The CAPC dinner scheduled for December 5, 2019 in Danbury.

Judge Streit-Kefalas reminded all that if a court has to close for inclement weather, PCA must be notified and there must be a process in place for emergencies. Finally, she thanked all who attended her swearing in ceremony.

**7. Comments of the President-Judge – No comments.**

**8. Other Business to come before the Executive Committee - None.**

**9. Adjournment:**

Meeting adjourned at 10:57 a.m.

Respectfully submitted,  
Hon. Leah Schad  
Recording Secretary