

MINUTES OF THE APRIL 1, 2019 MEETING
OF THE PROCEDURES REVIEW COMMITTEE

The following were in attendance at the meeting: Hon. Jennifer Berkenstock, Chair; Hon. Barbara Gardner Riordan; Gale Pellegren, Chief Clerk Torrington Area Probate Court; Lori Michalak, Chief Clerk Shelton Probate Court; Karen Parzych, Chief Clerk Madison-Guilford Probate Court; and Heather Dostaler, Evan Brunetti, Alison Green, and Dana Masullo, of the Office of the Probate Court Administrator.

The following were absent from the meeting: Hon. Diane Blick; Hon. Beverly Streit-Kefalas; Hon. Robert Randich; Hon. Philip Wright; and Susan Meagher, Chief Clerk Berlin Probate Court

Call to order: The meeting was called to order at 9:05am.

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 approximately 11:30.

Respectfully submitted,
Loreen Michalak
Loreen (Lori) Michalak,
Secretary

~~~~~

**THE NEXT MEETING OF THE PROCEDURES REVIEW COMMITTEE WILL BE ON  
MONDAY, MAY 6, 2019 AT 9:00AM  
IN THE LIBRARY AT PROBATE COURT ADMINISTRATION**

| PC #    | P/C | Form Name                                                                                                           | CMS | WEB | Suggested Change(s)/Action Taken                                                                                                                                                     | Date of Committee Review        | Committee Action  |
|---------|-----|---------------------------------------------------------------------------------------------------------------------|-----|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|-------------------|
| PC-101  | P   | Motion for Continuance                                                                                              |     | X   | New format and revised instructions; Remove order; Review margins and text                                                                                                           | 4/1/2019                        | Approved; 4/1/19  |
| PC-1002 | P   | Motion and Agreement to Mediate                                                                                     |     | X   | Review text and margins; Should instructions or form include cite to panel?                                                                                                          | 4/1/2019                        | Approved; 4/1/19  |
| PC-180  | P   | Second Sheet                                                                                                        |     | X   | Review instructions and margins                                                                                                                                                      | 4/1/2019                        | Approved; 4/1/19  |
| PC-183  | P   | Appearance of Attorney                                                                                              |     | X   | New format and instructions                                                                                                                                                          | 4/1/2019                        | Approved; 4/1/19  |
| PC-188  | P   | Special Appearance of Servicemember                                                                                 |     | X   | New format and instructions                                                                                                                                                          | 4/1/2019                        | Approved; 4/1/19  |
| PC-241  | P   | Cover Sheet/Administration Account/Decedent's Estate                                                                |     | X   | New format and instructions; Review form                                                                                                                                             | 4/1/2019                        | Approved; 4/1/19  |
| PC-258  |     | Certificate Releasing Liens (Non-Taxable Estates)                                                                   | X   |     | Discuss whether to put "Grantor" & "Grantee" in release form for land records.                                                                                                       | 4/1/2019                        | No Action; 4/1/19 |
| PC-360  | P   | Decree/Appointment of Conservator                                                                                   | X   |     | Consider adding an option for conservator to obtain estate planning documents; title change to "Decree/Involuntary Appointment of Conservator" consistent with new title of petition | 4/1/2019                        | No Action; 4/1/19 |
| PC-372  | P/C | Psychologist's Evaluation/Conservatorship of Person with Intellectual Disability                                    |     | X   | Recommend changing "Is patient capable of self-medicating?" to "Is the patient capable of managing his/her medications" consistent with PC-370                                       | 1/7/19;<br>2/11/2019;<br>4/1/19 | Approved; 4/1/19  |
| PC-609  | P/C | Petition/Special Immigrant Juvenile Finds under 8 USC 1101                                                          |     | X   | Add space to identify parent against whom allegations are made consistent with changes to PC-6607 approved on 2/11/19                                                                | 4/1/2019                        | Approved; 4/1/19  |
| PC-9011 | P   | Appeal/Order of Isolation, Quarantine or Vaccination                                                                |     | X   | Minor edits and reformatting                                                                                                                                                         | 4/1/2019                        | Approved; 4/1/19  |
| PC-9612 | P   | Decree/Isolation or Quarantine Ordered by Local Health Director Under C.G.S. section 19a-221                        | X   |     | Minor edits and reformatting                                                                                                                                                         | 4/1/2019                        | Approved; 4/1/19  |
| PC-9613 | P   | Decree/Isolation or Quarantine/Public Health Emergency Ordered by the Governor Under C.G.S. section 19a-131 et seq. | X   |     | Minor edits and reformatting                                                                                                                                                         | 4/1/2019                        | Approved; 4/1/19  |
| PC-9614 | P   | Decree/Vaccination/Public Health Emergency Ordered by the Governor Under C.G.S. section 19a-131 et seq.             | X   |     | Minor edits and reformatting                                                                                                                                                         | 4/1/2019                        | Approved; 4/1/19  |