



CONNECTICUT PROBATE ASSEMBLY

**MINUTES OF THE SEPTEMBER 12, 2022 MEETING
OF THE PROCEDURES REVIEW COMMITTEE**

The following were in attendance at the meeting: Hon. Jennifer Berkenstock, Region #14, Chair; Hon. Robert Randich, Newington; Hon. Mark DeGennaro, West Haven; Susan Meagher, Chief Clerk Berlin; Loreen (Lori) Michalak, Chief Clerk Shelton; Karen Parzych, Chief Clerk Madison-Guilford; Gale Pellegren, Chief Clerk Torrington Area; and Heather Dostaler, Melissa Gordon, Dana Masullo and Eric Rothauser, of the Office of the Probate Court Administrator.

The following were absent from the meeting: Hon. Diane Blick, Litchfield Hills; and, Hon. Kathleen Maxham, Fairfield

Call to order: The meeting was held in person and was called to order at approximately 9:05 a.m.

Old Business: None

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

A discussion was held regarding an online Webinar series on how to improve court forms that was presented by the National Center for State Courts. The Chair, Hon. Jennifer Berkenstock encouraged all committee members to review the materials that are available online at <https://www.ncsc.org/consulting-and-research/areas-of-expertise/access-to-justice/forms-camp>

The Committee has cancelled its October and November meetings and will meet next on December 5, 2022, at 9:00 a.m. in the library at the Office of the Probate Court Administrator.

Adjournment: Upon motion duly made and seconded, the meeting was adjourned at approximately 11:35 a.m.

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

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**THE NEXT MEETING OF THE PROCEDURES REVIEW COMMITTEE WILL BE ON  
MONDAY, DECEMBER 5, 2022 AT 9:00A.M.**



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| <b>PC #</b> | <b>P/C</b> | <b>Form Name</b>                                                                                                        | <b>CMS</b> | <b>WEB</b> | <b>Suggested Change(s)/Action Taken</b>                                                | <b>Date of Committee Review</b> | <b>Committee Action</b> |
|-------------|------------|-------------------------------------------------------------------------------------------------------------------------|------------|------------|----------------------------------------------------------------------------------------|---------------------------------|-------------------------|
| PC-171      | P          | Acceptance of Fiduciary Appointment                                                                                     |            | X          | Review and revise                                                                      | 5/5/2022;<br>9/12/2022          | Approved                |
| PC-246      | P          | Financial Report Decedent's Estate                                                                                      |            | X          | Review and revise                                                                      | 5/2/2022;<br>9/12/2022          | Approved                |
| PC-36XX     | P          | Decree/Appointment of Successor Conservator                                                                             | X          |            | New decree for appointment of successor conservator                                    | 9/12/2022                       | Approved                |
| PC-36XX     | P          | Decree/Review of Transferred Conservatorship                                                                            | X          |            | New decree for review of transferred conservatorship under C.G.S. §45a-667q(g)(UAPPJA) | 9/12/2022                       | Approved                |
| PC-442      | P          | Financial Report Conservator/Guardian                                                                                   |            | X          | Review and revise                                                                      | 5/2/2022;<br>9/12/2022          | Tabled                  |
| PC-442A     | P          | Schedule A: Proposed Distribution/Final Financial Report Conservator/Guardian                                           |            | X          | Review and revise                                                                      | 5/2/2022;<br>9/12/2022          | Tabled                  |
| PC-443      | P          | Financial Report/Trust                                                                                                  |            | X          | Review and revise                                                                      | 5/2/2022;<br>9/12/2022          | Approved                |
| PC-443A     | P          | Schedule A: Proposed Distribution/Final Financial Report/Trust                                                          |            | X          | Review and revise                                                                      | 5/2/2022;<br>9/12/2022          | Approved                |
| PC-600CI    | P/C        | Confidential Information/Petition/Termination of Parental Rights                                                        |            | X          | Review and revise; Update language for parentage act and modernization                 | 9/12/2022                       | Approved                |
| PC-601CI    | P/C        | Confidential Information/Petition/Consent Termination of Parental Rights AND Stepparent, Co-Parent or Relative Adoption |            | X          | Review and revise; Update language for parentage act and modernization                 | 9/12/2022                       | Approved                |



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|-------------|------------|-------------------------------------------------------------------------------|------------|------------|--------------------------------------------------------------------------------------------------------------------------|---------------------------------|-------------------------|
| PC-96XX     | P          | Decree/Parentage Order/Child Born of Nonvalidated Genetic Surrogacy Agreement | X          |            | New decree for parentage order regarding child born of nonvalidated genetic surrogacy agreement under C.G.S. §46b-536(d) | 9/12/2022                       | Tabled                  |