

MINUTES OF THE JANUARY 7, 2019 MEETING
OF THE PROCEDURES REVIEW COMMITTEE

The following were in attendance at the meeting: Hon. Jennifer Berkenstock, Chair; Hon. Peter Barrett, Hon. Diane Blick, Hon. Robert Randich; Lori Michalak, Chief Clerk Shelton Probate Court; Susan Meagher, Chief Clerk Berlin Probate Court; Karen Parzych, Deputy Chief Clerk New Haven Regional Children's Probate Court; Gale Pellegren, Chief Clerk Torrington Area Probate Court; and Heather Dostaler, Evan Brunetti, and Alison Green, of the Office of the Probate Court Administrator.

The following were absent from the meeting: Hon. Barbara Gardner Riordan, Hon. Daniel O'Grady; Hon. Beverly Streit-Kefalas; Hon. Philip Wright; and Dana Masullo, of the Office of the Probate Court Administrator.

Call to order: The meeting was called to order at 9:00am.

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 12:00pm.

Respectfully submitted,

Loreen Michalak

Loreen (Lori) Michalak,
Acting Secretary

**THE NEXT MEETING OF THE PROCEDURES REVIEW COMMITTEE WILL BE ON
MONDAY, FEBRUARY 11, 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-200	P	Petition/Administration or Probate of Will		X	Minor text changes; remove attorney appearance in preparation for eFiling; remove requirement that file in duplicate for discussion purposes	01/07/19	Approved; Revise instruction regarding file in duplicate closer to eFiling launch; 1/7/19
PC-201	P	Petition/Ancillary Probate of Will		X	Minor text changes; remove attorney appearance in preparation for eFiling; remove requirement that file in duplicate for discussion purposes	01/07/19	Approved; Revise instruction regarding file in duplicate closer to eFiling launch; 1/7/19
PC-203	P	Petition/Access to Safe Deposit Box to Obtain Will/Cemetery Deed		X	New format and instructions	01/07/19	Approved; 1/7/19
PC-203A	P	Petition/Access Jointly-Owned Assets in Safe Deposit Box		X	New format and instructions	01/07/19	Approved; 1/7/19
PC-300	P	Petition for Appointment of Conservator		X	Remove attorney appearances in preparation for eFiling; Remove physician information; Title Change to "Petition/Involuntary Appointment of Conservator"; revise question format; minor text changes	01/07/19	Approved; 1/7/19
PC-370	P/C	Physician's Evaluation/Conservatorship		X	Minor text changes; review for medical information disclosure	01/07/19	Approved text changes; no other changes at this time; 1/7/19
PC-372	P/C	Psychologist's Evaluation/Conservatorship of Person with Intellectual Disability		X	Minor text changes; review for medical information disclosure; revised instructions	01/07/19	Approved text changes; no other changes at this time; 1/7/19
PC-802	P/C	Probable Cause Hearing Request		X	New format and instructions; Remove "C.G.S. §17a-502(d)" from title and add "(Adult)" to	01/07/19	Approved; 1/7/19
PC-806	P/C	Petition for Release from Confinement		X	New format and instructions; Remove "C.G.S. section §17a-510" from title and add "(Adult)" to title.	01/07/19	Approved; 1/7/19

PC #	P/C	Form Name	CMS	WEB	Suggested Change(s)/Action Taken	Date of Committee Review	Committee Action
PC-850	P/C	Physician's Certificate/Involuntary Commitment/Annual Review/Person with Psychiatric Disabilities		X	Remove "Replaces Form MHCC-4" from title; Title change to "Physician's Certificate/Involuntary Commitment of Adult with Psychiatric Disabilities/Annual Review"; add yes/no boxes for clarity; Revised instructions; Review for medical information	01/07/19	Approved title changes, instructions and text boxes; No other changes at this time; 1/7/19
PC-870	P/C	Physician's Evaluation Commitment of Mentally Ill Child		X	Minor text changes; add yes/no boxes for clarity; review for medical information disclosure; remove statutory language in notes	01/07/19	Approved text changes, yes/no boxes and note removal; no other changes at this time; 1/7/19