

**TRANSITION TEAM MEETING
CONNECTICUT COUNCIL ON DEVELOPMENTAL DISABILITIES
460 CAPITOL AVENUE, CONFERENCE ROOM C
HARTFORD, CONNECTICUT
APRIL 23, 2009**

Present: Armand Legault, Patriola Tyler, Kathryn Dupree & Frank Reed.
Excused absence: Anita Tremarcho

Mr. Legault called the meeting to order at 10:48 A. M.

Attendees executed a Confidentiality Agreement and a copy was to be forwarded to Anita Tremarcho. Mr. Reed was requested to take minutes as recorded herein.

Discussion ensued regarding a request by James McCaughey and Mary Beth Bruder who both requested an opportunity to address a meeting to express their desires regarding qualities to be considered in the selection of the Executive Director to succeed Ed Prenota who is planning to retire in 2011. It was decided to invite both to our next meeting to be scheduled by Patriola Tyler, to accommodate everyone's convenience, either on May 4th or May 6th 2009. Ms. Tyler will advise once the date of availability has been determined.

Discussion was heard regarding the requirement that Council members desiring to apply for the position of Director must leave the Council by November of 2009 to be eligible for candidacy since it is expected that applications for the position will open in November of 2010 in compliance with the state's ethics statutes. It is mentioned that Mr. Planders is requesting a clarification of the ethics requirement but to date we have not heard anything to the contrary and are continuing with the understanding that council members desiring consideration must be off the council for a period of one year. It was agreed that DDS human resources will provide screening services and assist in prioritizing candidates. A request was made for a copy of the finalized approved version of the job description which will be obtained by Ms. Dupree when available. There was discussion of control of incoming mail by applicants. It was recommended that perhaps the mail should be directed to Mr. Legault's residence but, because of the internal documentation and logging required. This matter was tabled for further consideration.

There was some question regarding the tenure of the transition team members to ascertain if there will be adequate team members available for the transition in 2011. Mr. Legault will make the appropriate inquiries and advise.

The meeting adjourned at 11:44 A.M.