



**STATE OF CONNECTICUT
OFFICE OF GOVERNMENTAL ACCOUNTABILITY
Governmental Accountability Commission**

Draft Minutes

Thursday, February 4, 2016 at 1:00 P.M.

The Governmental Accountability Commission (GAC) held a regular meeting on Thursday, February 4, 2016, at 1:00 P.M., in the Fifth Floor Conference Room, 18-20 Trinity Street, Hartford, Connecticut.

1. Call to Order

Chair Claudia Baio called the meeting to order at 1:13 P.M.

The following Commission members were present:

- Claudia Baio, Chairperson, State Contracting Standards Board
- Frank P. Blando, Chairperson, Board of Firearms Permit Examiners
- Charles F. Chiusano, Chairperson, Citizens Ethics Advisory Board
- Pamela Z. Sawyer, Designee of the Chairperson, Judicial Selection Commission
- Dennis J. O'Connor, Executive Director, Judicial Review Council
- Stephen Penny, Designee of the Chairperson, State Elections Enforcement Commission
- Natasha M. Pierre, Victim Advocate, Office of the Victim Advocate

2. Approval of minutes of the December 3, 2015 Special Meeting

Motion made by Frank Blando and seconded by Charles Chiusano to approve the minutes the December 3, 2015 Special Meeting. All voted in favor. Motion passed.

3. Discussion and possible adoption of a policy for calling a special meeting (tabled at previous meeting)

Chair Baio opened discussion on possible adoption of a policy for calling a special meeting of the GAC.

Mr. Chiusano offered that Citizen's Ethics Advisory Board provides the ability for three members to call a special meeting, which he also proposed at the last meeting.

Chair Baio offered that the Town Council in Rocky Hill provides that a simple majority of Council members may call a special meeting.

Ms. Sawyer suggested the creation of a rule and that the rule have a sunset provision.

Motion made by Charles Chiusano and seconded by Stephen Penny that a rule be established that any three members and or the Chair have the ability to call for a special meeting.

Motion made by Dennis O'Connor that a rule should have a beginning date and end date of two years and the special meeting is called either at the discretion of the Chair or by a majority of Commission members, which is five.

Chair Baio noted that a motion made by Mr. Chiusano is currently before the Commission.

Mr. Blando asked Mr. Chiusano for clarification of his motion concerning whether a meeting would be called by the Chair and three commission members or by the Chair or by three commission members.

Mr. Chiusano clarified his motion that it is either by the Chair or by three commission members.

Mr. Blando offered a compromise of four members or the Chair may call for a special meeting and offered it as an amendment to the original motion.

Ms. Pierre indicated that she would be comfortable with four.

Mr. Penny offered to put the question in context. He stated that the Commission has adopted Robert's Rules of Order, which only allows the Chair to call a meeting, and that he suggested that there should be a rule to permit a certain number of GAC member agencies that felt the need for a meeting to be able to call one.

Mr. Chiusano rejected Mr. Blando's call for an amendment.

Hearing no further discussion Chair Baio called for a vote on Mr. Chiusano's motion.

Voting in favor:

Charles F. Chiusano
Stephen Penny

Voting opposed:

Claudia Baio
Frank P. Blando
Pamela Z. Sawyer
Dennis J. O'Connor
Natasha M. Pierre

Two voted in favor and five voted opposed. Motion failed.

Motion made by Frank Blando and seconded by Natasha Pierre that a special meeting of the commission may be made either by the chair or four members of the commission. Pamela Sawyer asked if Mr. Blando would accept an amendment that the rule be reviewed in two years. Mr. Blando accepted the amendment.

Voting in favor:

Claudia Baio
Frank P. Blando
Pamela Z. Sawyer
Dennis J. O'Connor
Stephen Penny
Natasha M. Pierre

Voting opposed:

Charles F. Chiusano

Six voted in favor and one voted opposed. Motion passed.

4. Executive Session per C.G.S. §§ 1-231 and 1-200(6) - Discussion concerning the employment, performance, and evaluation of the Executive Administrator

Mr. Penny questioned why the Commission was moving into executive session, and after discussion, the Commission decided not to move into executive session because the discussion would only cover process.

Members reviewed the adopted evaluation criteria and the performance assessment form and discussed the process to follow for the upcoming evaluation of the Executive Administrator.

Members discussed whether it would be a majority vote in each category or whether it would be a score that is averaged from the nine submissions.

Motion made by Frank Blando and seconded by Dennis O'Connor to change the form by replacing the word "priority" with the word "criterion" in the first column. All voted in favor, motion passes.

Each Board, Commission or Office will provide their review of the seven adopted criteria using the final page of the adopted performance assessment form, with the criteria listed as adopted.

Commission discussed whether to go into executive session to perform the evaluation, with consensus to do so.

Discussion was held on the period to be evaluated, with consensus that the period covered is from the adoption of the criteria on October 1, 2015 through March 3, 2016.

Discussion was held on when divisions should submit their evaluation for compiling, with consensus that each member of the Commission would bring eight copies to the March 3, 2016 meeting.

Discussion was held on how and when to publically provide the evaluation to the Executive Administrator.

Discussion was held on whether and when the Executive Administrator will address the Commission.

Chair Baio agreed to call a special meeting of the Commission on March 15, 2016 at 10:00 A.M. after the March 3, 2016 meeting, at which a preliminary evaluation will be provided to the Executive Administrator in order to allow the Executive Administrator time to respond to the interim evaluation.

Executive Administrator Brown agreed to respond to the interim evaluation by March 10, 2016 to allow the Commission time to review prior to the March 15, 2016 special meeting.

5. Public Comment

Susan Mazzocoli, Office Manager for the Board of Firearms Permit Examiners addressed the Commission. She reminded the Commission that the Boards, Commissions and Offices of the Office of Governmental Accountability are divisions within the Agency called the Office of Governmental Accountability and not separate Agencies.

Executive Administrator Brown addressed the Commission concerning the evaluation process not providing an opportunity for her to tell her story of accomplishments prior to the conducting of the evaluation.

The Commission agreed to have Ms. Brown present her information orally at the beginning of the Executive Session at the March 3, 2016 meeting prior to the Commission beginning its evaluation or Ms. Brown may provide a written document to the Commission through Ms. Lotas, the Commission's clerk ahead of the March 3, 2016 meeting.

6. Adjournment (next meeting scheduled for March 3, 2016)

Motion made by Charles Chiusano and seconded by Dennis O'Connor to adjourn at 2:25 P.M. All voted in favor. Motion passed. Meeting adjourned.