

**ADVISORY COMMITTEE TO THE OFFICE OF THE VICTIM ADVOCATE
MINUTES
FOR
Wednesday, August 22, 2012 MEETING
Freedom of Information Commission Hearing Room
18-20 Trinity Street, Hartford, Connecticut**

Members Present: Mike Lawlor, Emily Landers, Brenda Jones Barnes & Cathy Malloy

The meeting was called to order at 9:36 a.m. Mike Lawlor discussed the history and mission of Office of the Victim Advocate.

I. Introductions

Members introduced themselves and stated their experience and by whom they were appointed.

II. Election of Chairperson

Brenda Jones Barnes made a motion to nominate Mike Lawlor as Chairman. The motion was seconded by Emily Landers. Mike Lawlor was unanimously elected chair of the Advisory Committee to the Office of Victim Advocate. Mike Lawlor explained that there are a total of seven appointments, and the three remaining appointments have yet to be made by the majority and minority leader of the House of Representatives and the minority leader of the Senate.

III. Discussion of process for preparation and submission to the Governor of a list of candidates for appointment of the Victim Advocate pursuant to Public Act 11-48, Section 68.

Chairman Lawlor discussed the new statute and the process for appointment of the Victim Advocate to a 4 year term. Emily Landers and Cathy Malloy asked if the commission had any supervisory or oversight authority over the Victim Advocate. Chairman Lawlor said it does not, but suggested submitting language to the legislature to rewrite the current statute to allow for more authority and oversight by the Advisory Committee.

IV. Approval of process to develop a list for submission to the Governor

The Committee discussed a process to develop a job description, advertise the position, screen applications and conduct interviews. Martin Anderson, Ph.D, Deputy Commissioner of the Department of Administrative Services, offered the assistance of his office. Martin Anderson then explained the process used to fill the position of the Child Advocate and suggested the Advisory Committee can use that process as a model. Martin Anderson said he would draft a job description and forward it to member for their review and consideration at the next meeting. He introduced Debra Mainville, of Statewide Recruitment Services within the Department of Administrative Services, and indicated she would also assist the committee. David Guay, Executive Director of the Office of Government Accountability indicated that his office would assist the Advisory Committee in this regard.

V. Set future meeting dates

The next meeting will be held the week of September 10, 2012 to review the draft of the job posting and job description. Date, time and place to be determined.

VI. Adjournment

The meeting was adjourned at 10:19 a.m. A motion was made by Emily Landers and seconded by Cathy Malloy.

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