

Correction Advisory Committee  
MEETING MINUTES  
Tuesday, June 29, 2023  
9:00 AM via Zoom

The following committee members were present:

Scott Semple  
Melinda Johnson  
Rena Kapoor  
Andrew Giering  
Tadhg Dooley  
Kyisha Velasquez  
Melvin Medina

The following committee members were absent:

John Cipolli  
Daryl McGraw  
Ben Howell  
John Bowen

The meeting was called to order by co-chair Melinda Johnson at 9:05 AM. She acknowledges that there isn't a quorum so the start of the meeting will be informal and there will be no votes unless they get a quorum.

She states the purpose of the meeting is for a presentation by Theresa Judge from DAS on the qualifications and the status of the application process.

Theresa Judge goes over the qualifications, status, and application process online through DAS. She states that because this position is an appointment from the Governor it isn't required to follow the same process.

Co-chair Tadhg Dooley asks if members can share the DAS link to the application and a separate link. Theresa Judge advises against doing that because of compliance issues.

Chair Johnson hopes for a specific email address to receive applications for the position.

Chair Johnson asks what an appropriate timeframe would be for leaving applications open, Theresa Judge says at least a month. Chair Dooley believes it should be held open for two months and that the hearings should be held in September.

Chair Johnson asks for a motion to have the application process be open from July 1<sup>st</sup> through September 1<sup>st</sup>. Chair Dooley makes the motion, and it is seconded by Andrew Giering. The motion passes via voice vote.

Chair Johnson asks if the committee wants to hold the hearings in October so that they have the month of September to review applications. The Committee agrees.

Chair Johnson asks for a motion to hold hearings on applicants beginning October 1<sup>st</sup>. Andrew Giering makes the motion, and it is seconded by Scott Semple. The motion passes via voice vote.

The committee discusses that an applicant doesn't have to be a resident of Connecticut but that they do have to be a resident by the time they are interviewed. Scott Semple doesn't think it makes sense for someone to apply and move to Connecticut just to get interviewed, and then not get hired.

Chair Johnson asks for a motion to add additional language to the job listing that you don't need to be a resident to apply but must be a resident to interview. A motion is made by Andrew Giering, and it is seconded by Kyisha Velazquez. The motion passes via voice vote.

Chair Johnson asks for a motion to accept the DAS application and all changes related to the application and timeline. A motion is made by Kyisha Velazquez and seconded by Andrew Giering. The motion passes via voice vote.

The meeting was adjourned at 10:10 AM.