

**Draft Minutes  
Security Manual Subcommittee  
Workgroup 2  
September 30, 2009**

The Security Manual Subcommittee, workgroup 1, addressing chapters 1-4 in the Security Manual, met on October 14, 2009 at 90 Washington Street, Hartford in the fourth floor conference room.

Members in attendance: Atty. Susan A. Brown, Chief Inspector John T. Edwards, Hon. Matthew E. Frechette (chair), Ms. Jamey L. Harris, Mr. Robert W. Kilpatrick, Atty. Richard Loffredo, Mr. Louis A. Springo, Jr.

Not present: Hon. James P. Ginocchio, Chief James L. Kenny, Atty. Michael Ruben Peck, Atty. Denise K. Poncini

The meeting was called to order at 10:03 a.m.

1. Judge Frechette welcomed those in attendance.
2. The workgroup was assigned to review and update chapters 1-4 of the Judicial Branch's Security Manual.
3. Mr. Kilpatrick presented an overview of the changes that the committee suggested regarding chapters 1-4 of the Security Manual.
4. Discussion ensued on the suggested updated language.
5. Judge Frechette stated that the suggested changes from this workgroup will be combined with the suggested changes of the workgroup addressing chapters 5-7 and will be circulated on the afternoon of October 15, 2009. The next meeting of the full subcommittee will be on October 20, 2009 in East Hartford. It is anticipated that a vote will be taken on the suggested changes and to forward the revised Manual to the full Security Committee.
6. The meeting was adjourned at 10:37.