

Draft Minutes
Security Manual Subcommittee
September 15, 2009

The Security Manual Subcommittee met on September 15, 2009 at Riverview Square, 99 East River Drive, East Hartford in room 702.

Members in attendance: Hon. Matthew E. Frechette (Chair), Atty. Susan A. Brown, Mr. Russell E. Downer, Jr., Ms. Jamey L. Harris, Ms. Diane Hatfield, Hon. Barbara B. Jongbloed, Mr. James L. Kenny, Mr. Robert W. Kilpatrick, Atty. Richard Loffredo, Atty. Michael Ruben Peck, Atty. Denise K. Poncini, Mr. Louis A. Speringo, Jr.

Not present: Mr. John T. Edwards, Hon. James P. Ginocchio

The meeting was called to order at 2:05 by Judge Frechette.

1. Judge Frechette welcomed the members in attendance and asked the members to introduce themselves to the group.
2. Judge Frechette reviewed the charge of the subcommittee, namely that the subcommittee will review and update the Judicial Branch's Security Manual. Judge Frechette pointed out certain areas of the Manual that were clearly outdated for the subcommittee to look at.
3. A discussion ensued concerning who the Manual is intended for. Concern was raised that if the Manual's contents were made public, Branch security would be jeopardized.
4. A discussion ensued concerning the need to have representation from the local bar and local law enforcement on each Judicial District Security Committee.
5. Judge Frechette formed two workgroups. The first workgroup will review chapters one through four of the Security Manual. The second workgroup will review chapters five through seven of the Manual. Chapter eight of the Manual was referred to the executive director of Information Technology to review. Chapter nine of the Manual will incorporate the Branch's Emergency Preparedness Manual by reference. Judge Frechette stressed that each workgroup should feel free to share their ideas with the other workgroup if they had thoughts on the topics being addressed by the other workgroup.
6. Judge Frechette asked that the workgroups complete their review of their chapters by October 20, 2009, the date of the next subcommittee meeting.
7. The meeting was adjourned at 2:50, at which time the workgroups met to determine when they would meet.