

**Consumer Advisory Council**  
**Membership Committee**  
**Meeting Minutes**  
 May 12<sup>th</sup>, 2020

Meeting Date	Meeting Time	Location
May 12 <sup>th</sup> , 2020	4:30 – 6:00 p.m.	GoToMeeting

**Participant Name and Attendance**

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Jeffrey Beadle		Christiane Pimiental	X		
Robert Krzys		Ann R. Smith	X		
Terry Nowakowski	X				
Others Present					
Terry Gerratana (OHS)					
Dashni Sathasivam (HES)					

Meeting Information is located at: <https://portal.ct.gov/OHS/SIM-Work-Groups/Consumer-Advisory-Board>

	Agenda	Responsible Person(s)
1.	<b>Welcome</b>	<b>Terry Nowakowski</b>
	<b>Call to Order</b> The special meeting of the Consumer Advisory Council (CAC) Consumer Engagement and Outreach Committee was held on Thursday, May 7 <sup>th</sup> on Zoom. Terry Nowakowski chaired the meeting and called the meeting to order at 4:19 p.m.	
2.	<b>Definition of CAC member per by-laws</b>	<b>Terry Nowakowski</b>
	<ul style="list-style-type: none"> <li>Terry Nowakowski asked if there were any questions of understanding. None were raised.</li> </ul>	
3.	<b>Candidate Discussion</b>	<b>Terry Nowakowski</b>
	<ul style="list-style-type: none"> <li>Terry Nowakowski summarized which member was responsible for each candidate. She then opened the floor for discussion on the preferred protocol to discuss the candidates. Discussion ensued.</li> <li>Ann Smith moved to go into executive session to discuss each candidate. Terry Nowakowski seconded. Motion carried.</li> <li>After members came out of executive sessions, Terry Nowakowski noted that committee members agreed another meeting should be scheduled so that Robert Krzys would be able to attend and provide his input.</li> </ul>	
4.	<b>Next Steps</b>	<b>Terry Nowakowski</b>
	<ul style="list-style-type: none"> <li>Terry Nowakowski confirmed that the Membership Committee would reconvene in the next 2 weeks and would assess the current candidates using the asset mapping results of existing CAC members.</li> <li>Ann Smith stated that she was confident the committee would be able to approve a slate of candidates by the June 9<sup>th</sup> meeting.</li> <li>Terry Gerratana suggested that the chair check in with Quyen Truong about the asset mapping results and that she would also follow up.</li> </ul>	
6.	<b>Adjourned</b>	<b>Terry Nowakowski</b>
	Terry Nowakowski adjourned the meeting at 5:48pm.	



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