



## POLICY & PERSONNEL COMMITTEE MEETING MINUTES

Tuesday, July 1, 2025

**Committee Members in Attendance via Electronic Device:** Eva Bermudez Zimmerman, Ellen McKitterick, David-Salazar Austin, Mike Soltis, Holly Williams

**Committee Members Absent:** None

**CT Paid Leave Staff in Attendance via Electronic Device:** Joe Cale, Erin Choquette, Michael Cisar, Amber Forrest, Stephanie Oliveras

### 1. Welcome & Call to Order

Committee Chair, Mike Soltis, called the meeting to order at 9:01 a.m. Clerical Assistant, Stephanie Oliveras, took attendance by Roll Call and confirmed the existence of a quorum. Mr. Soltis welcomed members of the public.

### 2. Review & Approval of May 6, 2025, Meeting Minutes

Mr. Soltis asked the Committee for a review of the May 6, 2025, minutes, and a motion to approve. Holly Williams motioned, and David-Salazar Austin seconded the motion. All were in favor. None opposed. None abstained. The motion carried.

### 3. Update on Revisions to Consolidated Policies

General Counsel, Michael Cisar, provided an update regarding the posted revisions to the Consolidated Policies which include the following:

- Merge Glossary into Consolidated Policies
- Employer Eligibility related to regional educational service centers and charter schools
- Contributions/Social Security Cap when there is a successor employer
- Claim Documentation
- Employer Portal Claim Access process
- Third Party Authorization

Mr. Cisar reported that the Authority did receive one public comment, but no changes based on the comment were required.

The revisions to the Consolidated Policies will be presented to the full Board next week for a vote to adopt the policy.

### 4. Discussion of Board Officer Positions

CEO, Erin Choquette, led the discussion about Board Officer positions and led a discussion with the Committee about the functions of the Board officers. The Committee agreed that the Secretary position could remain with the recommendation that no other tasks are added to the role.

**5. New Revisions to Consolidated Policies based on Public Act 25-174**

Mr. Cisar led the discussion regarding the recommended revisions to the Consolidated Policies based on Public Act 25-174 which was passed by the legislature. The Act includes the participation of public-school operators and non-public elementary and secondary schools, for employees who do not require a certification. It also allows for alternate calculation of base periods for these school employees. Revisions to the Consolidated Policies are necessary to reflect changes to the law.

**6. Old Business**

None

**7. New Business**

None

**8. Adjournment**

Mr. Soltis asked the Committee for a motion to adjourn. Ms. Williams motioned, and Ellen McKittrick seconded that motion. All were in favor. None opposed. None abstained. The motion carried. The meeting adjourned at 9:37 a.m.

*Meeting Recording Here:* [https://youtu.be/\\_yW7z-PZ4BI](https://youtu.be/_yW7z-PZ4BI)

*Attachment: Item #3- Update on revisions to the Consolidated Policies  
Item #5- New revisions to the Consolidated Policies*