

**MINUTES OF THE
FREEDOM OF INFORMATION COMMISSION
CITY HALL
FIRST FLOOR MEETING ROOM
111 NORTH MAIN STREET
OCTOBER 20, 2020
6:00 p.m.**

ATTENDEES: Chairman Edward J. Dudko
Vice Chairwoman Kimberly Caron

ABSENT: Secretary Josh Blacker

OTHER ATTENDEES: Jeffrey R. Steeg, Assistant Corporation Counsel
Noelle Bates, Recording Secretary

ITEM #1 – CALL TO ORDER

Chairman Dudko called the meeting of the Tuesday, October 20, 2020 Freedom of Information Commission meeting to order at 6:00 p.m.

ITEM #2 – APPROVE THE MINUTES OF THE FREEDOM OF INFORMATION COMMISSION MEETING OF JANUARY 21, 2020.

IT was MOVED by Kim Caron and **SECONDED** by Ed Dudko to approve the minutes of the Freedom of Information Commission meeting of January 21, 2020.

ITEM #3 – NEW BUSINESS

ITEM #3A – CONFIRMATION OF CALENDAR DATES FOR 2020

IT was MOVED by Edward Dudko and **SECONDED** by Kim Caron to approve the calendar for 2021.

ITEM #3B – CONTACT STATE OF CONNECTICUT FREEDOM OF INFORMATION COMMISSION TO SET UP FREEDOM OF INFORMATION TRAINING TO EMPLOYEES

Attorney Steeg stated that at the last meeting in January the Committee discussed having Tom Hennick from the Freedom of Information Commission come in to do a presentation to City Hall employees but then COVID hit and we had to cancel that meeting. He will have his office contact Mr. Hennick's office to see if they offer some sort of virtual meeting to conduct a presentation.

IT was MOVED by Edward J. Dudko and SECONDED by Kim Caron to approve setting up a Freedom of Information seminar for City Hall employees.

ITEM #4 – OLD BUSINESS

ITEM #4A – STATUS OF FORMULATING A STANDARDIZED SET OF MINUTES FOR ALL BOARDS AND COMMISSIONS

This item was discussed at the last meeting in January as well. The Committee needs to start auditing the City Boards and Commissions to see if anyone is compliant with the new format.

Attorney Steeg read the language from the Charter stated what the Commission was charged to do and stated they have been doing a good job.

ITEM #5 - ADJOURN

IT was MOVED by Kim Caron and SECONDED by Ed Dudko to adjourn at 6:10 p.m.

Edward J. Dudko, Chairman
Freedom of Information Commission