

Leslie A. Williamson, Jr. – Chairperson  
Matthew Borrelli  
Susan E. Halperin  
Emanuel Psarakis  
Victor Schoen



STATE OF  
CONNECTICUT  
EMPLOYEES' REVIEW  
BOARD

State Office Building  
165 Capitol Avenue  
Hartford, CT 06106  
(860) 713-5053

**NOTICE OF HEARING**

ERB Case No. 3218

June 28, 2012

Richard A. Rochlin, Esq.  
1224 Mill Street/D-200  
East Berlin, CT 06023

Christine Cieplinski  
Labor Relations Specialist  
Office of Labor Relations  
450 Capitol Avenue  
Hartford, CT 06106

A second day of hearing *In the Matter of Terry Bowens –and- State of Connecticut, Department of Children and Families* is scheduled for July 25th, 2012 at 10:00 A.M. The hearing will be held in room 401 of the State Office Building, 165 Capitol Avenue, Hartford, CT. Please attend promptly and be prepared to present your case.

The Panel for this matter will consist of the following Employees' Review Board members: Lee Williamson, Presiding Officer; Matthew Borrelli; and Victor Schoen.

Parties shall have **five (5) copies** of any document or item that will be introduced as an exhibit. One copy will be provided to the opposing party and four copies will be provided to the Panel.

The Panel hearing the case will not engage in any ex-parte communications. Any communications with the Presiding Officer shall be done: by conference call with the other party; in writing, with the opposing party being copied; or, by email, with the opposing party copied.

Any written correspondence should be sent to the Panel at the following address: Employees' Review Board, State Office Building, 165 Capitol Avenue, Hartford, CT 06106. All email correspondence shall be sent to the Panel through the Employees' Review Board's Administrative Support Linda Shackett-Blue at: [linda.shackett-blue@ct.gov](mailto:linda.shackett-blue@ct.gov). Correspondence may also be sent to Panel by fax. The fax number for the Employees' Review Board is: 860-713-7473. The telephone number for the Employees' Review Board is: 860-713-5179.

The Employees' Review Board provides a court stenographer for each hearing. However, generally the Employees' Review Board does not have the hearing record transcribed. A party may request, at their own cost, a hearing transcript directly from the reporting service. If a transcript is requested, the party shall provide the Employees' Review Board Panel with four copies. It is expected that transcript arrangements regarding the opposing party will be made.

If a party intends to have a state employee appear at the hearing, a written request for such must be made to the employee's Department not less than seven (7) days prior to the hearing date so that necessary arrangements can be made. Agency heads are requested to grant time off for the grievant and all witnesses.

Any request for postponement, in order to be considered by the Panel, must be received in writing not less than seven (7) days prior to the scheduled hearing, except in the case of an emergency. The request may be sent by mail, email or fax. The correspondence must clearly state the reason for the request.

Connecticut General Statutes and the Regulations of Connecticut State Agencies govern the Employees' Review Board jurisdictional authority and administrative procedures. Primary reference, as applicable, should be made to: Sections 5-201 and 5-202 of the Connecticut General Statutes; Section 4-61dd of the Connecticut General Statutes; and, Sections 5-201-10 through 5-201-17 of the Regulations of Connecticut State Agencies.

Sincerely,

Lee Williamson  
Presiding Officer  
Employees' Review Board

cc: Matthew Borrelli  
Victor Schoen