

CONNECTICUT SENTENCING COMMISSION

Steering Committee

Wednesday, October 15, 2025

1:00 – 3:00 PM

Meeting Minutes

Members Attendance: Judge Gold (designee of Chief Court Administrator), Judge Pavia, Jen Zito, Judge Harmon, John Day, Michael Gailor, Deborah Del Prete Sullivan, Daniel Karpowitz, John Santa

Staff Attendance: Rich Sparaco (Interim Executive Director), Andrew Clark, Tommy Dowd, Jordan Oquendo, Matthew Hono

- I. MEETING CONVENED
 - a. Judge Pavia convened the meeting at 1:07 pm.

- II. APPROVAL OF MINUTES FROM THE 9.22.2025 MEETING
 - a. Meeting minutes from the September 22, 2025 meeting of the Steering Committee were unanimously approved.

- III. ADVISORY COMMITTEE MEMBERSHIP
 - a. Discussion
 - i. Steering Committee members discussed the need to clarify who is an official member of each Advisory Committee (i.e. who has the authority to vote). For purposes of voting to raise reports and proposals to the full Commission, there needs to be a clear membership in order to determine if a quorum is present.
 1. Discussed the idea that Commission and non-commission members can be on advisory committees. Commission members are not the only individuals who can vote on Advisory Committee matters.
 2. Attorney Jen Zito raised the concern that formalizing membership may impact attendance.
 - b. Action Item: Vote to add Len Fasano to the Mental Health Committee
 - i. Len Fasano was unanimously added to the Mental Health Advisory Committee.

IV. PRETRIAL WORKING GROUP

a. Discussion

i. Undersecretary Daniel Karpowitz and Judge Pavia discussed the creation of a pretrial working group to focus on improving data collection and quality in the pretrial system.

1. Discussed the need to expand knowledge of the pretrial system, increase visibility on potential concerns, and inform pieces of legislation that might be proposed in upcoming legislative sessions.

a. Judge Harmon agreed that further pretrial legislation was only a matter of time.

b. Action Item: Vote to create a Pretrial Working Group

i. The Steering Committee unanimously endorsed establishing a pretrial working group under the Criminal Procedure and Sentencing Committee to examine bail-related issues. The group's "charge" was agreed to be further developed by the Committee Chairs.

V. SCHEDULING MATTERS

a. Full Commission Meeting on December 10th

i. Rich Sparaco discussed the potential to schedule a full Commission meeting on December 10th, 2025. Members indicated availability.

b. 2026 Meeting Schedule

i. Rich Sparaco shared a preliminary 2026 meeting schedule with Steering Committee members.

VI. PROPOSED EDITS TO SENTENCING COMMISSION BYLAWS

a. Discussion (Voting, Structure, length of Service, and Advisory Committee Memberships)

i. Members discussed the size of the Steering Committee, the inclusion of Committee chairs within the Steering Committee, the need for Commission members to supply appointment information to increase Commission legitimacy, the formalization of what gets posted to the Sentencing Commission website as a "publication," the Commission's role in removing an executive director, and proxy voting for Advisory committees.

b. Action Item: Vote to present proposed edits to full Commission

i. The Steering Committee unanimously voted to present the agreed upon proposed edits to the Full Commission, including language agreed upon in previous meetings and language agreed upon on

October 15th, 2025, which includes the removal of co-Chairs as voting members of the Steering Committee, specifying that reports must be voted on by the Commission, and the addition of proxy and designee procedures for Advisory committees.

VII. ADJOURNMENT

- a. Judge Pavia adjourned the meeting at 2:53pm.