



City of Bristol

BRISTOL, CONNECTICUT 06010

**MINUTES OF THE
FREEDOM OF INFORMATION COMMISSION
CITY HALL
FIRST FLOOR MEETING ROOM
111 NORTH MAIN STREET
JANUARY 21, 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, January 21, 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 JULY 17, 2019.

IT was **MOVED** by Edward Dudko and **SECONDED** by Kim Caron to approve the minutes of the Freedom of Information Commission meeting of July 17, 2019.

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 2020.

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

The Committee discussed contacting Tom Hennick at the Freedom of Information Commission to set up a seminar for City Hall employees. Noelle in Corporation Counsel's Office will set this up.

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

The Committee discussed the memo that went out from Kim Caron regarding the format for minutes of all City Hall Boards and Commissions. The Committee will start the process of auditing the minutes to see if they are in compliance.

Ed Dudko stated that he went to the Bristol Press and asked why the FOI meetings were not listed in the paper. The Press told him that they print the meetings that are listed on the Calendar on the City's website. Ed would like Corporation Counsel's Office to start adding the listing of the meetings to the Calendar.

ITEM #5 - ADJOURN

IT was MOVED by Edward Dudko **and SECONDED** by Kim Caron **to adjourn at 6:20 p.m.**

Edward J. Dudko, Chairman
Freedom of Information Commission