

GETTING APPOINTED TO STATE AND MUNICIPAL BOARDS AND COMMISSIONS

ACTION STEPS

The following action steps were developed by *Reflecting Connecticut-Reflejando a Connecticut*, a program of the African-American Affairs Commission, Latino and Puerto Rican Affairs Commission, Permanent Commission on the Status of Women, DemocracyWorks, The National Conference for Community and Justice, and other local and statewide organizations, to increase diversity on state and municipal boards and commissions.

Step 1: Be part of a Talent Bank

Being part of a talent bank gets your name exposed to appointing authorities. It is not required for appointment, but this exposure may come with extra perks, like e-mail updates of vacancies and other opportunities.

The following state commissions keep talent banks for state and municipal appointments. You can get the forms on-line or by calling the numbers below.

African-American Affairs Commission (AAAC)
<http://www.cga.ct.gov/aaac/talentbank.php> or (860) 240-8555

Latino and Puerto Rican Affairs Commission (LPRAC)
http://www.cga.ct.gov/lprac/Contact_Us.asp or (860) 240-8330

Permanent Commission on the Status of Women (PCSW)
<http://ctpcsw.com/leadership/talent-bank/> or (860) 240-8300

Step 2: Identify Boards and Commissions of Interest

A. Get the most recent biennial list of state boards and commissions prepared by the Office of the Secretary of the State and use it to identify state boards in which you may be interested. The list is located on the Secretary of the State's website at the following address:

<http://www.sots.ct.gov/sots/lib/sots/capitol/bdscomms/bdscomms/gr2009report.pdf>

B. Find out about municipal boards and commissions from your town hall. The Town Clerk may be particularly helpful.

Step 3: Investigate

- Is there a vacancy?
- What are the requirements for that vacancy?
- Who appoints members?
- When and where do they meet?

Step 4: Get Support

A. State Boards and Commissions

- Contact your State Senator
- Contact your State Representative
- Contact community supporters

B. Municipal Boards and Commissions

- Contact your Mayor/Selectman
- Contact your Town Manager
- Contact members of the Town Council
- Contact the Democrat or Republican Town Committee Chair in your community

Step 5: Make Contact

A. For state boards, the appointing authority is often one of the following Legislative Leaders or the Governor. Call or write the appointing authority.

- Governor Dannel P. Malloy at (860) 566-4840 or <http://www.governor.ct.gov/malloy/site/default.asp>
- Senate President Pro Tempore Donald E. Williams, Jr. at (860) 240-8600
- Senate Majority Leader Martin M. Looney at (860) 240-8600 or Senate Majority Party Leadership website: <http://www.senatedems.ct.gov/Index.php>
- Senate Minority Leader John McKinney at (860) 240-8800 or
- Senate Minority Party Leadership website: <http://www.senaterepublicans.ct.gov/leadership.html>
- Speaker of the House Christopher G. Donovan at (860) 240-8500
- House Majority Leader J. Brendan Sharkey at (860) 240-8500 or House Majority Party Leadership website: <http://www.housedems.ct.gov/Leaders.asp>
- House Minority Leader Lawrence Cafero at (860) 240-8700 or House Minority Party Leadership website: <http://www.housegop.ct.gov/>

B. For Municipal Boards and Commissions

- Contact your local Town Hall to find out who the appointing authorities are. Town Clerks may be helpful with this.
- Contact your Mayor/Selectman
- Contact your Town Manager
- Contact members of the Town Council

Step 6: Don't be Discouraged

Sometimes the boards and commissions in which you are interested do not have any vacancies or there may be several individuals who are also interested. Look at other possibilities while keeping an eye on your first choice.

The appointment process can take a long time. Have patience and check frequently on the status of your application.