



Commonwealth of Massachusetts

SUFFOLK COUNTY PROBATE AND FAMILY COURT
FELIX D. ARROYO, REGISTER

October 7, 2016

Harry Spence, Court Administrator
Executive Office of the Trial Court
John Adams Courthouse, 1M Floor
One Pemberton Square
Boston, MA 02108

Dear Mr. Spence:

Please accept this letter as my best attempt to outline our agreements during the joint planning process that we recently completed to help ensure that the Registry of the Probate and Family Court performs to its fullest potential.

- 1) The Administrative Office of the Probate and Family Court ("AOPFC") will place First Assistant Register Bruce Blaisdell on administrative leave with pay effective at the close of business on Friday, October 7, 2016. Thereafter, the AOPFC will notify First Assistant Register Blaisdell in a separate letter of the problems with his performance that the AOPFC has identified and documented. Thereafter, the AOPFC will provide Mr. Blaisdell with a written statement of those problems and schedule a hearing for him to respond to the allegations.
- 2) Chief Justice of the Probate and Family Court Angela Ordoñez or Deputy Court Administrator Linda Medonis will act as the hearing officer for Mr. Blaisdell's disciplinary hearing.

Please note that the following agreements are in the event that Mr. Blaisdell is terminated for non performance

- 3) We agree that it is important to quickly appoint a temporary First Assistant Register with the skills and qualifications to perform the functions expected of someone in the role with little to no on the job training. Due to your knowledge of the best available staff in the Trial Court system we agreed that you are best suited to identify a sitting First Assistant Register from another Registry to serve temporarily in that capacity in my office.
- 4) You are aware that I have been putting off a planned vacation as we went through this planning process. You understand that I am committed to this plan and will be in the office during the first two weeks of the temporary First Assistant Register's tenure, however, will be away for three weeks after that.

- 5) We agreed that because of your role in recruiting and selecting the temporary First Assistant and because of my upcoming vacation two weeks after the selection and appointment (see above) it is best that you directly supervise this individual during their tenure to ensure that the process of improving the performance of the Registry can be as quick and as efficient as possible and there is no change or break in supervision.

- 6) We agreed that as the Court Administrator you have a responsibility to the Court to ensure that all Registries meet expectations (due to that responsibility you have the statutory authority to rescind any appointment of a First Assistant Register that you determine does not fulfill the appointment standards in the Personnel Policies and Procedures Manual) and that as the Suffolk County Register of Probate I have a responsibility to ensure that the Registry meet the needs of its users. We agreed to work collaboratively moving forward and will do so in selecting a permanent First Assistant Register with the qualifications and skills to competently execute their responsibilities as that is key to ensuring the success of the Registry.

Please let me know if an agreement has been missed or described incorrectly and I will happily correct any errors. I found this process to be fruitful, believe this will lead to a more efficient Registry and look forward to continuing our collaborative working relationship.

Sincerely,



Felix D. Arroyo
Register of Probate & Family Court
Suffolk County