

**State of Connecticut  
Commission on Human Rights and Opportunities  
Regular Commission Meeting  
Legislative Office Building – Rm 1A  
Hartford, CT 06106  
Wednesday, November 12, 2014  
2:00 P.M.**



**Minutes  
Regular Commission Meeting**

**Commissioners Present**

Gary H. Collins, Chairman  
Edward Mambruno, Secretary  
Andrew Norton  
Dawn Niles

**Commissioners Absent**

Edith Pestana

**STAFF PRESENT**

Tanya Hughes, Executive Director	
Cheryl Sharp, Deputy Director	Jim Flynn, Regional Manager
Charles Krich, Principal Attorney	Neva Vigezzi, HRO Rep
Monica H. Richardson, Executive Secretary	Sue Hom, HRO Rep
David Teed, Assistant Attorney General	Jim O'Neill, Legislative Liaison
Alvin Bingham, AA/CC Supervisor	Danielle Caron, Intern
Donna Wilkerson- Brilliant, Regional Mgr.	

- I. **Chairperson:** Gary H. Collins  
Chairman Collins convened the meeting at 2:02 p.m.
  
- II. **Secretary:** Edward Mambruno  
A motion was made by Commissioner Niles to approve the minutes from the October 8, 2014 Regular Commission meeting. It was seconded by Commissioner Mambruno. The motion was approved on a 2-0 vote. Commissioner Norton abstained.
  
- III. **Affirmative Action Recommendations – Vote Required**

All plans were presented to the Commissioners by Alvin Bingham.

A. Staff Recommendations : Approved

**1. Department of Labor**

Representing the agency were Commissioner Sharon Palmer, Lakeesha Brown, HR Director and Marla Shiller.

The Affirmative Action plan of the Department of Labor was recommended for approval based on compliance with the following: It contained all elements required; the agency demonstrated good faith effort to achieve its goals; the agency did not meet all of its hiring goals (57.7%). Their promotion goals were 45.2 %. The program goals were met at 100%. The five year history of filing goes as follows: 2009 conditionally approved; 2010 approved by default; 2011 conditionally approved; 2012 approved and 2013 conditionally approved.

Commissioners Collins and Mambruno commented on a tremendous job they did on their plan this year.

**2. The Metropolitan District Commission**

Representing the agency were Burt Halloran, District Counsel and Rita Kelley of the AA unit.

The plan for the Metropolitan District Commission was recommended for approval based on compliance with the following: It contained all elements required; the Agency demonstrated good faith efforts to achieve its goals; it has not met or substantially met all of its hiring (66.7%), promotion (100%), and program goals (66.7%). There were no deficiencies in prior plan review. The five year filing history is as follows: in 2010-11, no report for them because they were new. 2011 approved, 2012 approved and 2013 also approved.

Commissioner Norton stated they are the only non-state agency that CHRO reviews. He asked if the 514 employees were outside projects and the answer was yes. Attorney Halloran stated that the percentages of minority contracts were high. Ms. Kelly stated that their goals were set for Hartford County only.

**3. Department of Administrative Services**

Representing DAS were Commissioner Donald DeFronzo, Alicia Nunez, Brenda Abele, and Dave Lynn.

The plan was recommended for approval based on compliance with the following: it contained all elements required; the work force is not at parity with the relevant labor market and demonstrated good faith efforts to achieve its goals. There were no deficiencies in its prior plan because this was the first year of filing for the agency.

Commissioner DeFronzo thanked his staff and CHRO for their assistance.

A motion was made by Commissioner Mambruno to accept the staff recommendation to approve the plans of the Department of Labor, Metropolitan District Commission, and The Department of Administrative Services. Commissioner Niles seconded. The vote was unanimous.

B. Staff Recommendation: Disapproved

1. Southern Connecticut State University

Representing the SCSU were President Papazian, Brenda Harris, and Jaye Bailey, Chief of Staff and VP for Organizational Development.

The Affirmative Action plan for Southern CT State University was recommended for disapproval based on non-compliance with the following: While it contained all elements required, the work force as a whole is not considered at parity with the relevant labor market; the agency did not meet all or substantially all of its long term hiring goals (24.5%) and promotion goals (47.8%) and its program goals (0%); the agency has not demonstrated good faith efforts to achieve its goals; there were deficiencies in its prior plan. The five year filing history is as follows: 2009 and 2010 approved and 2011, 2012 disapproved and 2013 conditionally approved.

There was lengthy conversation regarding this plan. Commissioner Niles, Norton, and Mambruno agreed that the technical problems are an issue at this point and definitely needs to be addressed next year. It was finally agreed upon that the plan will be worked on next year with more technical assistance from CHRO.

A motion was made by Commissioner Niles to accept the staff recommendation for disapproval of SCSU's plan. It was seconded by Commissioner Norton. The vote was unanimous.

IV. **Contract Compliance Requirements:**

A. Request for Exemption, UCONN

Attorney Horne from UCONN presented both plans.

1. Moody's Analytics, Inc.

A motion was made by Commissioner Mambruno to accept staff recommendation to grant the exemption. It was seconded by Commissioner Niles. The vote was unanimous

2. Transunion Risk and Alternative Data Solution, Inc.

A motion was made by Commissioner Mambruno to accept Staff recommendation to grant the exemption. It was seconded by Commissioner Norton. The vote was unanimous.

V. **Division Reports:**

A. Executive Director's Report, Director Tanya Hughes

Director Hughes highlighted updates in the production report for the month of October. Our overall aged cases have been reduced to 7.7%. Capitol region and Legal have closed the same amount of cases this year to date. Commissioner Mambruno asked for a better clarification on the production report. It was said that during the next meeting, we could walk through the production report line by line for the Commissioners. The new investigator for the Bridgeport office will begin on December 5. Interviews will commence for an attorney in Legal to fill Deputy Cheryl Sharp's former position. We're on target for the CTS going to go live on December 31. The CHRO online complaint form is being revamped by the regional managers of Waterbury and Hartford. CHRO has two new Red Cross certified First Responders – Shaun Jones and Monica Richardson. CT CHRO was present at the Northeast EEOC conference. In attendance with Director Hughes were Attorneys Kim Jacobsen and Robin Fox.

B. Outreach Report, Deputy Director Sharp

Deputy Sharp presented the report with a changed format. Future events are listed first with the thought in mind of those who wish to participate. A "Meet the Contractors" event is November 20, and a leadership conference at Pomperaug HS in Southbury in November 21 are a few events listed. The next section of the report is now labeled Outreach successes. Our Facebook and Twitter status has increased substantially. Our Social media status is international. Several staff members ran the Hartford Marathon and finished. Training sessions regarding harassment and career day at Laurel Elementary are highlighted. Chairman Collins was complementary on the many accomplishments cited by CHRO. He encourages the Agency to be on top of all others in advocacy, education and leadership for civil rights!

C. Legislative Report, Jim O'Neill

The recent elections resulted in both the State House and Senate in Democratic control. There are 4 to 5 Bills we are interested in during the next Legislative session. A "Meet and Greet" reception is being set up with key legislatures and the Black and Latino Caucus to commune with the Commissioners and Commission staff.

**VI. Executive Session:**

*(Requires a two-thirds vote of Commissioners Present and Voting – Staff and Guests Invited to attend Must Be Noted)*

Chair Collins called for the meeting to go into executive session at 3:22 pm. He asked that Deputy Sharp, Assistant Attorney General Teed and Attorneys Robin Fox and Kim Jacobsen attend that session. A motion to go into Executive session was made by Commissioner Mambruno and seconded by Commissioner Niles. The motion carried unanimously.

**VII. Vote on Executive Session Items**

The meeting resumed at 4:01 p.m.

There was one item. A motion was made by Commissioner Norton to accept the recommendation from the Commission Counsel's Office to approve the proposed settlement in Geary v. Wolcott Landowners Protective Association, Inc., CHRO Complaint # 1130432, and to authorize the Chairman to sign said Agreement. It was seconded by Commissioner Mambruno. The vote carried unanimously.

**VIII. Adjournment**

A motion was made by Commissioner Mambruno to adjourn the meeting and seconded by Commissioner Norton. The motion to adjourn carried unanimously. The meeting ended at 4:03 p.m.

