

**State of Connecticut  
Commission on Human Rights and Opportunities  
Regular Commission Meeting  
Legislative Office Building – Room 1A  
Hartford, CT 06106  
Wednesday, August 13, 2014  
2:00 p.m.**



**Minutes  
Regular Commission Meeting**

**Commissioners Present**

Edward Mambruno, Secretary  
Andrew Norton  
Edith Pestana

**Commissioners Absent**

Gary Collins, Chairman  
Dawn Niles

**STAFF PRESENT**

Cheryl Sharp, Deputy Director	
David Teed, Assistant Attorney General	Charlie Krich, Principal Atty
Monica H. Richardson, Executive Secretary Director	Cheryl Sharp, Deputy
Valerie Kennedy, AA Program Analyst	Alvin Bingham, AA/CC
Jim O'Neill, Legislative Liaison	Sue Hom, AA/CC
Neva Vigezzi, AA Program Analyst	Paul Gaynor, Regional Mgr.
Donna Wilkerson-Brillant. Regional Mgr.	

- I. Edward Mambruno, Acting Chairman  
Edward Mambruno called the meeting to order at 2:12 p.m. and announced that he had been designated by Chairman Collins to chair this meeting.
  
- II. A motion was made by Commissioner Pestana to approve the July 9, 2014 Minutes of the Regular Commission meeting. It was seconded by Commissioner Norton. The motion carried unanimously.

The Affirmative Action plans were presented by Neva Vigezzi.

**III. Affirmative Action Recommendations – Vote Required:**

**A. Staff Recommendations: Approved**

1. Gateway Community College
2. Housatonic Community College
3. Department of Transportation

Presiding Commissioner Mambruno noted that staff had recommended all plans for approval. Neva Vigezzi was called upon to present each plan.

**A. Staff Recommendations (Approved)**

**1. Gateway Community College**

Representing the Agency was Dorsey Kendrick, President, Lucy Brown, HR Director, and Sharon Gaddy, AA Officer.

Gateway Community College's plan was recommended for approval based on compliance with the following: it contained all elements required. The work force considered as a whole and by occupational category is not at parity with the relevant labor market. The agency has not met all or substantially all of its hiring goals (65%). Program (80%) and promotion (66.7%) goals were substantially met. The Agency demonstrated good faith efforts to achieve its unmet goals as evidenced by its recruitment efforts. In the five year history of the plan, in 2008 it was conditionally approved, in 2009 it was approved by default, and in 2010, 2011, and 2012 they were approved.

Questions/Comments: Commissioner Mambruno asked Dr. Dorsey Kendrick and Gateway College to stand and be recognized. He thanked them for attending the meeting.

**2. Housatonic Community College**

Representing the Agency was Dr. Anita Glinieki, President, Theresa Eisenach, Director of HR and Sarah Carter.

The Housatonic Community College plan was recommended for approval based on compliance with the following: it contained all elements required. The work force considered as whole was not at parity with the labor market area; the agency had not met all of its hiring (58.3 %) and promotion (25%) goals. There was one program goal which was met (100%). They demonstrated good faith efforts to achieve its goals. The prior plan had no deficiencies. The five year history of the plan is that in 2008 through 2012 the plans were all approved.

Housatonic Community College's representatives were asked to stand and they were thanked for attending by Commissioner Mambruno.

Question: Commissioner Norton asked "is it discretionary to have long term goals or short term hiring goals?" The answer from Ms. Vigezzi was that "it depends on several factors, such as the type of Agency, the climate of the agency at the time the goal is set, the unemployment statistics and the agencies own work force." Most agencies set a short term timeline because the goals change.

### **3. Department of Transportation**

Representing the agency were Commissioner Jim Redeker, Cheryl Malerba, Nancy Bryant, Ada Alvarez, Janice DuFrend, Wanda Seldon, and Elissa Velez.

The Department of Transportation plan was recommended for approval based on compliance with the following: it contained all the elements required; the work force considered as a whole was not at parity with the relevant labor market. The agency had not met all or substantially all of its hiring goals (29.4%). Promotion goals (26%) and program goals (100%) were substantially met. They demonstrated good faith efforts to achieve their goals. The prior plan had no deficiencies. The five year history of the plan(s) was that they were approved in 2009, 2010, 2011, 2012 and 2013.

QUESTION: Commissioner Mambruno asked the DOT representatives to stand and thanked them for coming.

A motion was made by Commissioner Norton to accept the staff recommendations of the three plans and approve them, namely, Gateway Community College, Housatonic Community College, and Department of Transportation. It was seconded by Commissioner Pestana. The motion carried unanimously.

## **IV. Division Reports**

### **A. Executive Director's Report,**

Executive Director Hughes attended the National EEOC Conference in San Diego, CA so she could not be in attendance at the August Commission meeting. Deputy Director Sharp presented the Executive Director's report. The production report for July showed that CHRO had closed more cases in fiscal year 2014 than it had in the previous year. This is a big credit to all of the staff, the regional offices, the regional managers, and the legal department. She thanked all of the CHRO staff for the effort put forth to reduce the number of aged cases. Deputy Director Sharp noted that "Connecticut has the strongest civil rights agency in the nation and we want to continue that tradition." We are continuing our progress with our 5 year strategic plan and the Deputy Director is meeting with all employees of CHRO before the end of August/ early September. All feedback/ results from interviews, surveys from the public and results from our technical assistance trainings conducted by AA/CC are

being compiled by Cheryl Sharp and Jim O'Neill. This information is being used to continue phase three of the strategic planning. SWOT analysis forms are being used to identify strengths, opportunities, weaknesses and threats in the Agency. Commissioners are being asked to complete the SWOT analysis as well. The move to 450 Columbus Avenue is materializing; there is a meeting at the end of August regarding the actual markup of the space which will be attended by Tanya, Cheryl, and Charles Krich. CHRO is expected to occupy two floors; there will be plenty of parking with meeting and conference rooms on the lower level floors that will be accessed by the public. The employee levels will have limited access to the public. The targeted date of the move will be the latter part of 2016.

**B. Outreach Report, Deputy Director Cheryl Sharp**

Deputy Director Sharp announced that this has been an active month again for the Commission. On August 20 will be the LGBTQ conference hosted by Alix Simonetti; there will be another sexual harassment training in New Haven and a round table discussion hosted by the Department of Justice designed to provide exposure and to the need to accommodate children with disabilities. A complete report was disseminated to the Commissioners.

**C. Legislative Report, Jim O'Neill**

Commissioners were asked to provide ideas or suggestions for the next legislative package. Affirmative Action regulations were sent to the Attorney General's Office for final approval. CHRO representatives attended a series of meetings and a webinar with a company called Scan optics in an effort to explore options for going "paperless" when we move to 450 Columbus Ave. Jim O'Neil reported some of the results from the Primary Election:

Senator Eric Coleman won his election; Betsy Ritter won in the Senate district of Eastern CT; Linda Orange won her party's nomination. Unfortunately, Senator Anthony Musto lost his election (he was co-chair on a committee, Government Administration & Election (GAE); Ernie Newton lost his election.

At 2:52 a motion was made by Commissioner Pestana and seconded by Commissioner Norton to move into Executive session. Invited into executive session were Assistant Attorney General David Teed, Deputy Director Sharp and Attorney Krich. The motion carried unanimously.

**V. Executive Session**

*(Requires a two-thirds vote of Commissioner Present and Voting – Staff and Guests invited to attend must be noted.)*

**VI. Vote on Executive Session**

The Commissioners came out of Executive session at 3:07 p.m.

Attorney Charles Krich presented on behalf of CHRO regarding the need to amend a complaint in the case of Roger Geary vs. Wolcott Landowners Protective Association, CHRO Case number 1130432. He reported that Commissioner Mambruno should be authorized to sign the amended complaint because the Complainant is deceased. CHRO is interested in pursuing this matter because this case raises important issues of public policy. A motion was made by Commissioner Norton and seconded by Commissioner Pestana to amend the complaint, and to authorize Commissioner Mambruno as recommended. The motion carried unanimously.

## **VII. Adjournment**

A motion to adjourn the meeting was made by Commissioner Pestana and seconded by Commissioner Norton. The vote to adjourn carried unanimously. The meeting ended at 3:09 p.m.