

**State of Connecticut  
Commission on Human Rights and Opportunities  
Regular Commission Meeting  
Legislative Office Building – Rm 1A  
Hartford, CT 06106  
Wednesday, October 8, 2014  
2:00 p.m.**

**Minutes  
Regular Commission Meeting**

**Commissioners Present**

Gary H. Collins, Chairman  
Edward Mambruno, Secretary  
Edith Pestana  
Dawn Niles

**Commissioners Absent**

Andrew Norton

**STAFF PRESENT**

Tanya Hughes, Executive Director	
Cheryl Sharp, Deputy Director	Jim Flynn, Regional Manager
Monica H. Richardson, Executive Secretary	Sue Hom, HRO Rep
David Teed, Assistant Attorney General	Alix Simonetti, Attorney III
Alvin Bingham, AA/CC Supervisor	Neva Vigezzi, HRO Rep
Donna Wilkerson- Brillant, Regional Mgr.	Danielle Caron; Jan Pipierno, Interns

- I. **Chairperson:** Gary H. Collins, Presiding  
Chairman Collins convened the meeting at 2:04 p.m. He made statements regarding a high school football game in Plainfield, CT in which racial slurs and intimidation were used against the New London High school football players. The students from both high schools got together and made a video denouncing the unacceptable behavior of those involved.
- II. **Secretary:** Edward Mambruno  
A motion was made by Commissioner Niles to approve the minutes from the September 10, 2014 Regular Commission Meeting. It was seconded by Commissioner Pestana. The motion carried unanimously.

### III. Affirmative Action Recommendations – Vote Required

All plans were presented to the Commissioners by Alvin Bingham.

#### A. Staff Recommendations: Approved

##### 1. **Eastern CT State University**

Representing the agency were Steve Weinberger, Vice President and Dr. Stacey Close, Associate Vice president.

The Affirmative Action plan of the Eastern CT State University 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; the agency has not met all or substantially all of its hiring goals, 47.4%. Their promotion goals were met at 68.8 %. The program goals were 100% achieved. There were no deficiencies in the prior plan review. The five year filing history is as follows: 2009, 2010, 2011, 2012 and 2013 the plans were all approved.

Commissioner Collins questioned the diversity of tenured faculty, at which Dr. Close indicated that there are tenured faculty who have progressed through their program. Commissioner Niles gave high regards to Eastern CT State University for their plan being approved once again and having a good track record and they are located in her hometown!

##### 2. **Western CT State University**

Representing the agency were Dr. James Schmotter, President, Fred Cratty, HR and Carolyn Lanier.

The plan for the Western CT State University 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 hiring goals at 46.2%; promotion goals were substantially met at 53.8%, and program goals were met at 100%. There were no deficiencies in the prior plan review. The five year filing history is as follows: 2009, 2010 they were disapproved. In 2011, 2012 and 2013 they were approved.

Chair Collins asked how many tenured staff were minorities at Western. President Schmotter answered that they hire from within and hardly ever hired long term staff from outside.

##### 3. **Department of Public Health**

Representing the Department of Public Health were Michael Carey, HR and Amanda Anduaga-Roberson. The Commissioner, Jewel Mullen was scheduled to attend but was on call to the President of the U. S. due to current events surrounding the Ebola crisis.

The Department of Public Health 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; it did not meet its entire hiring goals at 31.8%. It partially met promotion goals at 72.7% and program goals were met 100%. They demonstrated good faith efforts to achieve their goals. There were no deficiencies in its prior plan. The filing history is as follows: 2009, conditionally approved, 2010 and 2011, approved, 2012 disapproved and 2013 approved.

Chair Collins asked why the plan was disapproved in 2012. Dr. Valerie Kennedy answered the reason was due to DPH not being able to explain what happened concerning their hiring goal candidates.

A motion was made by Commissioner Mambruno to approve the plans of Eastern CT State University, Western CT State University, and Department of Public Health. It was seconded by Commissioner Niles. The motion carried unanimously.

#### IV. **CONTRACT COMPLIANCE REQUIREMENTS**

##### A. Request for Exemption, UCONN Health Center Certain Grant-Based Collaborative and Consulting Agreements.

Attorney Alix Simonetti presented the request for exemption and provided a recommendation to grant the exemption. A motion was made by Commissioner Pestana to grant the exemption. It was seconded by Commissioner Mambruno. The motion carried unanimously.

A motion was then made to amend the Agenda to add an additional Exemption request from UCONN for the use of COACHE. The motion was made by Commissioner Pestana to amend the agenda to add UCONN's "COACHE" request. It was seconded by Commissioner Mambruno. The motion carried unanimously.

##### B. Request for Exemption, UCONN Collaborative on Academic Careers in Higher Education, "COACHE"

After a brief discussion, a motion was made by Commissioner Mambruno to grant the exemption. It was seconded by Commissioner Pestana. The motion carried unanimously.

#### V. **Division Reports:**

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

This report was presented by Executive Director Tanya Hughes. She discussed the production report for the month of September which shows similar closure rates for the regions at 30 to 36 cases per region. She explained that we continue to meet our goal of reducing our pending aged inventory to 10% of all cases pending. Some regions are well below this number, which is assisting those regions that continue to struggle. All regions are doing well on settlement. Close to 100% of the performance appraisals are complete. The Southwest region will not issue

appraisals this year due to the late appointment of the regional manager until late in the production year.

Jim Flynn provided an update on the CTS. There was a meeting with BEST in which we sorted out our key criteria. We are in testing in mode now where we have to put it in file data to generate reports and eventually go live. We know all regions will have to put data in the same way to have continuity with in the new system. Our new goal will be December 31, 2014 to go live with the new CTS.

Our agency wide meeting will be in December. Friday, December 12 is the date most Commissioners will be available. The Bridgeport office renovations are in process. The Norwich office renovations are in discussion mode. Director Hughes was the 1<sup>st</sup> to officially sign off on the floor plans for the 450 Columbus Blvd Building relocation following approval by Director Hughes and Deputy Sharp. This move is tentatively scheduled for late 2017.

A request by the auditors to provide the annual reports for past years, that were omitted, have been completed and filed with the Secretary of State's office and are to be posted on our website.

Contract compliance unit updates were given by Alvin Bingham. He reported that in fiscal year 2013-14, we completed 289 contract compliance plans, explaining that these were not Affirmative action plans but related solely to construction plans. The unit provided technical assistance for construction contracts totaling \$50,000 to \$174 million dollars. They provided six training sessions during the course of the year. Chair Collins asked that maybe this can become part of the monthly Commission meeting because it was very helpful information for the Commissioners.

The new CHRO blog was introduced by interns Danielle Caron and Jan Pipierno. It was discussed using this as another platform to follow and build relationships with other bloggers/independent reporters. Commissioner Collins stressed that we do want to eventually be the agency to automatically go to because we will be the experts on the topic of discrimination. The new blog is – [www.CTCHRO.WORDPRESS.com](http://www.CTCHRO.WORDPRESS.com)

#### B. Outreach Report

This report was presented by Deputy Director Cheryl Sharp. She works daily and directly with the interns Danielle Spencer and Jan Piperno. CHRO will be doing several tours to let people know the services we offer – more advocacy and education from CHRO. A tour at churches, schools and more is planned. We feature public service announcements on our website that can be updated. We were at the University of Hartford on a panel for empowering change; there is a School Climate Workshop being offered on Oct 14 at the LOB. CHRO also reached out to the Plainfield school principal in light of the incident at their high school football game with an invitation to attend our commission meeting and bring remarks. We have not heard back with a response. There are several events in the works.

#### C. Legislative Report

Jim O'Neill was on vacation. Director Hughes noted that a legislative agenda is in progress with submissions received from Principal Attorney Krich, Hearing Officer Mount and Attorney/Supervisor Zamlowski. Commissioner Collins recommended meeting with the Black & Latino Caucus in the very near future.

VI. **Executive Session:**

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

At 3:01 p.m. a motion was made by Commissioner Mambruno to go into Executive Session for the purposes listed on the Agenda. It was seconded by Commissioner Pestana. The motion carried unanimously. Invited to that session were Assistant Attorney General Teed, Director Hughes, Deputy Sharp, and Attorney Simonetti.

VII. **Vote on Executive Session:**

The Commission came out of Executive Session a 3:15 p.m. and no votes were taken under Executive items.

VII. **Adjournment**

A motion was made by Commissioner Mambruno to adjourn the meeting and seconded by Commissioner Niles. The motion to adjourn carried unanimously. The meeting ended at 3:16 p.m.