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**MINUTES OF THE REGULAR MEETING OF THE
COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES**

LEGISLATIVE OFFICE BUILDING – ROOM 1A

HARTFORD, CT 06106

Wednesday, October 9, 2013 @ 2pm

Regular Commission Meeting

COMMISSIONERS PRESENT

Gary Collins, Chairperson

Edward Mambruno, Secretary

Cheryl Lynn Clark (Call In)

Tracey Gove

Cesar A. Noble

Andrew Norton

Edith Pestana

Patricia Wrice

COMMISSIONERS ABSENT

Dawn Niles

STAFF PRESENT

Tanya A. Hughes, Interim Executive Director

David Teed, Assistant Attorney General

James O'Neill, Legislative Liaison

Cheryl Sharp, HRO Attorney III

Alvin Bingham, AA/CC Supervisor

Valerie Kennedy, HRO Representative

Monica Hammie-Richardson, Executive Secretary

Michelle Dumas Keuler, HRO Attorney III

Yvonne Duncan, HRO Attorney

Charles Krich, Principal Attorney

Jim Flynn, Regional Manager

Neva Vigezzi, AA Program Analyst

Patrick Kilby, AA/CC Asst.

Sue Hom, HRO Representative

Alix Simonetti, HRO Attorney III

Robin Fox, HRO Attorney III

I. **CHAIRPERSON**

Chairperson Gary Collins convened the Wednesday, October 9, 2013, Regular Commission Meeting of the Human Rights and Opportunities to order at 2:02pm.

Chairperson Collins welcomed all and thanked them for attending this meeting. Commissioner Cheryl Lynn Clark was a call in for the meeting and she was connected to the meeting at 2:00pm.

II. **SECRETARY**

Secretary Mambruno asked for a motion to approve the minutes for the August 2013 meeting. The motion was made by Commissioner Gove and 2nd by Commissioner Pestana. The vote was unanimous. Secretary Mambruno next asked for a motion to be made to accept the minutes from the September meeting. Commissioner Gove made the motion to approve the minutes and it was 2nd by Commissioner Noble. The vote was unanimous. Both motions were upstanding.

III. **AFFIRMATIVE ACTIONS RECOMMENDATIONS – VOTE REQUIRED**

- A. Staff Recommendations : **Approved**
- (1) Secretary of State**
 - (2) Western CT State University**
 - (3) Department of Public Health**
 - (4) Eastern CT State University**

Presiding Chairman Collins asked for staff recommendations for approval of four Affirmative Action plans listed above. It would be voted upon after all plans were heard. He recognized all representatives by name and title, from each agency and thanked them for coming. Alvin Bingham of CHRO was called upon to present each plan and he presented the following:

1. Secretary of State

Representing the Agency were Deputy Secretary Spallone and Tina Prakash

The Secretary of State plan was recommended for approval based on compliance of the following: It contained all elements required, not all retiring goals met but all program goals were met. They demonstrated good faith effort; no deficiencies were in the prior plan review. The five year history of prior plans approved was 2008,09,10,11, and 2013. There was no 2012 plan because this agency went to biannual filing after 2011.

There were no questions or comments from the Commissioners.

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2. Western CT State University

Representing the agency were Dr. James Schmotter, President of Western CT State and Frederic Cratty, Interim Associate VP of Human Resources.

The Western Ct State plan is recommended for approval based on compliance of the following. It contained all the elements required. It did not meet or substantiate all retiring goals. Promotion and program goals were met. Program goals were substantially met. There were no deficiencies in the prior plan review. In 2008 plan was approved. In 2009 and 10, they were disapproved. In 2011, 12 and presently 2013 they were approved.

Any questions or comments from the Commissioners...

Commissioner Mambruno wanted to acknowledge their substantial goal achievement. For an agency's plan to reach 9 out of 10 promotion goals is a rare achievement. He congratulated them.

3. Department of Public Health

Representing the agency were Commissioner Jewell Mullen, Mike Carey, HR Administrator, and Amanda Anduaga-Roberson, EEO Manager.

The Department of Public Health plan was recommended for approval based on compliance of the following. All elements required were present. Good faith effort was shown to achieve its goals and there were substantial deficiencies from the previous plan. Promotion goals were met. The five year history of previous plans is as follows: 2008, 09, 10, 11, were approved. In 2012 it was disapproved.

Chair Collins asked if there were questions or comments...

Commissioner Noble: Last year Western was under a letter of commitment – did they meet their commitment or demonstrates good faith effort? Alvin Bingham answered - Yes.

4. Eastern State University

Regular Commission Meeting
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Representing Eastern State University were Dr. Elsa Nunez, President of Eastern CT State, Dr. Stacey Close, Interim Associate VP for Equity and Diversity, and Mr. Jianguo Zju, Coordinator of IRIS, HRIS and AA Information.

Eastern State University was recommended for approval based on compliance of the following: It contained all the elements required. It did not meet all retiring and promotion goals. Program goals were not met. They demonstrated good faith effort t. There were no deficiencies in the prior plan review. In 2008, 09, 10, and 2012 the plans were approved.

There were no questions or comments from the Commissioners.

Chairman Collins asked for a motion to approve the four plans just presented. Commissioner Pestana made the motion to approve and Commissioner Mambruno 2nd the motion. The vote was unanimous for approval of all.

Chair Collins thanked all the agencies for attending and their participation and they were given the opportunity to stay, see the process at work or leave at that time.

At this time, the Request for exemption was postponed until Attorney Alix Simonetti was a present.

The agenda now went on to the **Executive Director's report.**

The ED report was presented by interim ED, Tanya Hughes. It included the Federal Shutdown and its effect on CHRO (none), our new Twitter and Facebook, proposed AA regulations, Racial Profiling tear –off, and the CASE briefing.

Chair Collins asked about follow-up with CADEP. Where are we on AA and where do we want to be. ED Hughes noted that she would follow up on that question.

Commissioner Norton asked how the process of handling Racial Profiling calls. ED Hughes said they would be placed on the fast track to quickly handle these calls through normal processing. Results of that are expected to be seen in Jan 2014.

Chair Collins applauded the CHRO staff in all their current efforts to keep the Commission informed and understanding the process collection of case data
Jim Flynn gave an synopsis of CHRO's CTS information. To date we are looking at a new system to be applied by BEST. It is a web based program not Microsoft. The forms to make a complaint are now on line. This was a stupendous achievement as commented by Chair Collins. He also suggested we keep this a top priority, keep the Commissioners informed for next couple of meetings, think in phases, such as focus on the complaint tracking system for 6 MThs, and finally expand to across the agencies.

It was announced that Attorney Simonetti was now present. She will present the Request for Exemption.

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IV. Contract Compliance Requirements

University of Connecticut Request for Exemption

Attorney Alix Simonetti explained the Request for Exemption for UCONN with the University of York in England. It's for one year, 2013-2014; one person is the reason for asking, Professor Nicola McDonald (Medieval Studies) and a \$40,000 contract.

Chair Collins asked for a motion. Commissioner Gove made the motion and it was 2nd by Commissioner Pestana. Unanimous approval.

Chair Collins moved the meeting forward. We went to the remainder of the Division reports The Executive Directors report was previously done. Attorney Cheryl Sharp will give the Outreach Report

V. B. Outreach Report

Attorney Cheryl Sharp highlighted a list 20 items. The racial profiling update,

Slips are being passed out with the 800 number to file a complaint, the town hall meeting on October 16...Facebook, Twitter, Yale Education Center – a landmark meeting with two fellows from China and the sexual harassment training done by Attorney Robin Fox.

VI. Legislative Report

The Legislative report was done by Commissioner Pestana; it included the AA review regulation review process with CHRO. Thank you to everyone involved- Tanya Hughes, Charlie Krich, Jim O'Neill, Neva Vigezzi, and Edith Pestana, herself.

Chair Collins thanked all too.

Commissioner Norton asked if the timetables would change with the revised reg. Neva Vigezzi stated "No". It would still be 90 days inclusive of the 30 days the revised regulations expanded the agencies to make their changes to said plan.

A motion was made to approve the AA Regs by Commissioner Norton and 2nd by Commissioner Pestana.

The meeting went to Executive Session.

VII. **Executive Session:**

Upon returning from Executive session, votes were done on the following items:

- A. (1) Reopening Request – Acevedo v. City of Hartford Public Schools,
A motion was made by Commissioner Pestana and 2nd by Commissioner Noble. The vote was unanimous.

- B. (2) Reopening Request – Winer v. Best Buy
A motion was made by Commissioner Norton and 2nd by Commissioner Mambruno.

- C. Declaratory Ruling – Valley Emergency Medical Services, INC.
It was presented by Attorney Charles Krich. The Respondent's attorney Ian Cole was present and made a statement. The Commissioners decided they needed more information to rule. They will wait until the next meeting to vote.

At the close of the meeting Chair Collins said interviewing and hiring of the new Executive Director would continue to move forward... The process would be completed by the end of the year.

Interim Executive Director Hughes introduced the 14 CHRO Staff that were present and was asked to do it again next meeting in November.

Motion to adjourn was made.

VIII. Adjournment

Motion was made to adjourn by Commissioner Noble and seconded by Commissioner Wrice. It was a unanimous vote to adjourn.

All said goodbye to Commissioner Cheryl Lynn Clark on the telephone conference call.