

**MINUTES OF THE REGULAR MEETING OF THE  
COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES  
LEGISLATIVE OFFICE BUILDING – ROOM 1A  
HARTFORD, CT 06106  
WEDNESDAY, DECEMBER 14, 2011  
2:00 P.M.**

**COMMISSIONERS PRESENT**

Andrew Norton, Chairperson  
Cheryl Lynn Clarke (on phone)  
Edward Mambruno, Secretary  
Dawn Niles  
Tracey Gove (on phone)  
Patricia Wrice

**COMMISSIONERS ABSENT**

Edith Pestana

**STAFF PRESENT**

Robert J. Brothers, Jr., Executive Director  
David Teed, Assistant Attorney General  
James O'Neill, Legislative Liaison  
Cheryl Sharp, Human Rights Attorney III  
Alvin K. Bingham  
Susan Hom  
Valerie Kennedy  
Neva E. Vigezzi  
Margaret Peters, Secretary II

**I. CHAIRPERSON**

Chairperson Andrew Norton convened the December 14, 2011 regular monthly meeting of the Commission on Human Rights and Opportunities to order at 2:08 p.m.

**II. SECRETARY**

Commissioner Mambruno requested approval of the minutes of the November 9, 2011 regular Commission meeting. A motion was made by Commissioner Niles to approve the November 9, 2011 minutes as presented and seconded by Commissioner Gove. Commissioner Gove requested a typo be corrected under the Department of Motor Vehicles. That the ruling be changed from

noncompliance to compliance. Minutes are corrected. The motion was approved unanimously. Chairperson Norton did not vote on the motion.

**III. GUEST SPEAKER Glynn Cassis (African American Affairs Commission)**

The mission of the Commission is to improve and promote the economic development, education, health and political well being of the African American community throughout the state of Connecticut. The Commission accomplishes its mission through information sharing, promoting cultural awareness through community networking and legislation.

**IV. OUTREACH REPORT - Attorney Cheryl Sharp from the Legal Division**

Attorney Cheryl Sharp from the Legal Division noted that CHRO hosted a Kids' Speak event on November 15, 2011 at the State Amory and Legislative Office Building. Twenty different schools and close to 400 students participated in this event which was featured on Channel 3 news. Kids' Speak is the kickoff event for the Kids' Court Competition, which will be held in May of 2012. The purpose of the competition, which began in 1993, is to raise students' social awareness with respect to civil and human rights issues, to reduce prejudice and discriminatory bullying and to celebrate diversity.

Attorneys Michelle Dumas Keuler and Kimberly Jacobsen provided Capitol Region staff with an overview of the CHRO and the changes to the law enumerated in Public Act 11-237.

**V. AFFIRMATIVE ACTION RECOMMENDATIONS – VOTE REQUIRED**

- A. Staff Recommendations: ***Approvals***
1. Division of Criminal Justice
  2. Department of Agriculture
  3. Department of Administrative Services

Chairperson Norton asked for a motion to accept staff recommendations for approval of the three Affirmative Action Plans: Division of Criminal Justice, Department of Agriculture and Department of Administrative Services and that the motion includes the retention of their annual/bi-annual filing status. Such a motion was made by Commissioner Wrice and seconded by Commissioner Mambruno.

1. Division of Criminal Justice

The Division of Criminal Justice plan is recommended for approval based on compliance with the following: the plan contains all elements required; the agency has demonstrated every good faith effort to achieve goals and the agency has substantially addressed deficiencies noted by the commission in the prior plan reviews.

2. Department of Agriculture

The Department of Agriculture plan is recommended for approval based on compliance with the following: the plan contains all elements required; the work force, considered as a whole and by occupational category, is not in parity with the relevant labor market area; the agency has demonstrated every good faith effort to achieve such goals; and the agency had no deficiencies in the prior plan reviews.

3. Department of Administrative Services

The Department of Administrative Services plan is recommended for approval based on compliance with the following: the plan contains all elements required; the work force, considered as a whole and by occupational category, is not in parity with the relevant labor market area; the agency has demonstrated every good faith effort to achieve goals; and the agency has substantially all of its hiring, promotion and program goals; the agency had no deficiencies noted by the Commission in the previous plan reviews.

Chairperson Norton called for a vote on the motion concerning the three plans. The motion was approved unanimously. Chairperson Norton did not vote on the motion.

B. Staff Recommendations: **Disapproval**

Chairperson Norton asked for a motion to accept the staff recommendation for disapproval of Department of Public Safety and that the motion include the retention of their annual filing status. A motion was made by Commissioner Wrice seconded by Commissioner Mambruno.

1. Department of Public Safety

The Department of Public Safety plan is recommended for disapproval based on non-compliance with the following: the workforce, considered as a whole and by occupational category, is not in parity with the relevant labor market area; the agency has not met all or substantially all of its hiring, promotion and program goals; the agency has not demonstrated every good faith effort to achieve such

goals; and the agency has not substantially addressed deficiencies noted by the commission in prior plan reviews.

Chairperson Norton called for a vote on the motion to accept staff recommendation for disapproval of Department of Public Safety. The motion was approved unanimously. Chairperson Norton did not vote on the motion.

**VI. OTHER BUSINESS - Set Commission Meetings for 2012**

Chairperson Norton asked for a motion to accept staff recommendations for approval of the Commission Meeting Dates for 2012. Such a motion was made by Commissioner Niles and seconded by Commissioner Mambruno. Commission meetings have been scheduled for the second Wednesday of each month at 2:00 p.m. Meetings will be held in the Legislative Office Building. The motion was approved unanimously. Chairperson Norton did not vote on the motion.

**VII. DIVISION REPORTS**

**A. Legislative Report**

Jim O'Neill gave an update on legislative report. CHRO has submitted a proposal to the Legislature and is waiting for sign off on that. CHRO was required by an Act to rewrite of the Affirmative Action Regulations. We have a subgroup working on the rewrite.

**B. Executive Director's Report**

Executive Director Brothers announced that he had some positive news. The Office of Public Hearing has been relocated to 25 Sigourney Street across the hall from the Legal Division. There are currently two referees and a clerical staff.

CHRO has been approved funding for new personal computers for the entire staff also CHRO has been approved for 2 new hires for representatives in the investigative field. CHRO has also received approval for an Administrative Assistant.

**VIII. EXECUTIVE SESSION**

Chairperson Norton asked for a motion to go into Executive Session to discuss pending litigation. A motion was made by Commissioner Mambruno and seconded by Commissioner Clarke. Executive Director Brothers and Assistant Attorney General David Teed were invited into Executive Session for a portion of

the Executive Session, for the purpose of discussing pending litigation. The motion passed unanimously. Chairperson Norton did not vote on the motion.

**X. RETURN TO REGULAR SESSION**

At 3:25 p.m. the Commission returned to the regular meeting. The Chairperson reported no votes were taken in the Executive Session.

**IX. VOTE ON EXECUTIVE SESSION ITEMS**

(Requires a Vote by Commissioners on the Record)

None

**XI. ADJOURNMENT**

There being no further business to come before the Commission, it was moved by Commissioner Mambruno and seconded by Commissioner Wrice to adjourn the meeting at 3:30 p.m. The motion carried unanimously. Chairperson Norton did not vote.