

**MINUTES OF THE REGULAR COMMISSION MEETING OF THE COMMISSION ON  
HUMAN RIGHTS AND OPPORTUNITIES  
THURSDAY, JANUARY 10, 2008, 2:00 P.M.  
21 GRAND STREET, HARTFORD, CONNECTICUT 06106  
LARGE CONFERENCE ROOM**

**COMMISSIONERS PRESENT**

Andrew Norton, Chairperson  
Cheryl Lynn Clarke  
Alexia E. Cruz  
Jimmie Griffin  
John Lobon  
George A. Marshall  
Gloria Mengual

**COMMISSIONERS ABSENT**

Edward Mambruno, Secretary  
Larry Conaway

**STAFF PRESENT**

Raymond P. Pech, Executive Director  
Robert J. Brothers, Jr., Managing Director and Commission Attorney  
Alvin Bingham, Affirmative Action and Contract Compliance Supervisor  
Donald Newton, Chief of Field Operations  
James O'Neill, Legislative and Regulations Specialist  
Michelle Provost, Fiscal Administrative Supervisor  
Gloria Sparveri, Affirmative Action Program Manager  
David Teed, Assistant Attorney General  
Linda Civitillo, Executive Secretary

**I. CHAIRPERSON**

**A. Convene Meeting**

Chairperson Andrew Norton convened the January 10, 2008 Regular monthly meeting of the Commission on Human Rights at 2:08 p.m. He requested a moment of silence in honor of Dr. Martin Luther King, Jr.

Chairperson Norton noted that Secretary Edward Mambruno would not be in attendance today, therefore, he would assume the duties of the Secretary in his absence. He called the Commissioners' attention to their folders containing supplemental information for today's meeting, including the most up to date agenda. The agenda contains one additional contract compliance exemption, Item V.Q., under New Business. He also noted two affirmative action summaries for the University of Connecticut and Department of Environmental Protection, which had been previously provided electronically, were in the folders, along with a two-page memorandum from OPM Secretary Genuario regarding their affirmative action plan. The Executive Director's report, text surrounding the additional contract compliance exemption, statistics on affirmative action/contract compliance and the 2008 Regular Commission meeting schedule, were also included in the packets.

## II. SECRETARY

### A. Review and Approval of Transcript of December 27, 2007 Special Commission Meeting

Chairperson Norton noted the December 27, 2007 Special meeting was transcribed in the absence of Linda Civitillo. Executive Director Raymond Pech indicated he reviewed the transcript and it does contain some errors, specifically, the omission of Commissioner Lobon's name as having attended the meeting, as well as some grammatical errors and misspelled names. Executive Director Pech stated he would notify the transcriptionist who will make the changes and then certify that it is a true and accurate copy of the transcript of the meeting. No other corrections were noted. The Chairperson asked for a motion to approve the transcript as the minutes of the December 27, 2007 meeting subject to minor modifications. A motion was made by Commissioner Griffin and seconded by Commissioner Marshall to approve the transcript. The motion carried with the following Commissioners voting in the affirmative: Clarke, Cruz, Griffin, Lobon and Marshall. Commissioner Mengual abstained and the Chairperson did not vote.

## III. AFFIRMATIVE ACTION RECOMMENDATIONS

### A. Agencies Proposed Affirmative Action Plans

Staff Recommendations: **Approvals**

1. University of Connecticut Health Center
2. Department of Higher Education
3. Agricultural Experiment Station
4. Department of Banking
5. University of Connecticut
6. Department of Environmental Protection

Chairperson Norton requested a motion accepting the staff recommendations to approve the affirmative action plans for the University of Connecticut Health Center, Department of Higher Education, Agricultural Experiment Station, Department of Banking, University of Connecticut and Department of Environmental Protection. Commissioner Griffin moved that the above-noted affirmative action plans be approved as recommended by staff. Commissioner Mengual seconded the motion. The Chair asked Alvin Bingham, Affirmative Action and Contract Compliance Supervisor, to read the names of the agency representatives in attendance and provide a summary regarding each approval recommendation.

Mr. Bingham introduced the following representatives in attendance from UCONN Health Center: Dr. Peter Deckers, Executive Vice President; Susan Whetstone, Chief Administrative Officer; Carolyn Lyle, Executive Director, Office of Diversity and Equity; Terry Mrowka, Affirmative Action Specialist; Brian Eaton, Associate Vice President of Human Resources; Karen Duffy Wallace, Director of Labor Relations and Employment Services; Joyce Smith, Assistant Director of Employment Services and Compensation; and Matt Larson, Assistant Director of Purchasing. The affirmative action plan for UCONN Health Center is being recommended for approval based on compliance with the following: the plan contains all the elements required, the agency has demonstrated every good faith effort to achieve its goals and the agency has substantially addressed deficiencies noted by the Commission in prior plan reviews. Goal achievement during the reporting period was 101 out of 307 possible short-term goals or 33% and 101 out of 307 possible total goals or 33%. Promotion goal achievement was 34 out of 92 or 37%. The plan was conditionally approved in 2002, approved in 2003, disapproved in 2004 and approved in 2005 and 2006. Commissioner Clarke asked the reviewer, Neva Vigezzi, if the size of the plan was a factor in why it took so long to complete the review. Ms. Vigezzi, Affirmative Action Program Analyst, confirmed the plan is exceptionally large and although she reviewed the entire plan, she prepared a condensed summary highlighting the most important areas such as where the agency conducted recruitment to demonstrate the good faith efforts. In addition, every hire that did not meet a goal was reviewed thoroughly by Ms. Vigezzi and the explanations provided by the agency were found to be detailed and in compliance with the regulations. Executive Director Pech added that Ms. Vigezzi approached him about three weeks ago and asked if it would be acceptable if each non-goal hire was not reported with the assurance that each one would be reviewed. He found that to be acceptable based on the size of the plan. Commissioner Clarke commended the Health Center on the plan in general and found the detailed explanations provided extremely helpful. Chairperson Norton asked if it would be possible, or too burdensome, for the workforce analysis charts to show, for each race and sex under the various eeo categories, what the goal is. Commissioner Griffin also asked if the differentials for the percentages could be shown. Ms. Vigezzi explained that all goals for each occupational category are found on the hiring and promotions goals charts. She indicated it would be burdensome to list the goals on the workforce analysis chart. Commissioner Cruz asked if someone from the Health Center could describe some of their recruitment efforts and explain which types of recruitment proved more effective than others. Ms. Joyce Smith, Director of Employment Services, responded to Commissioner Cruz and explained the various recruitment avenues used by the Health Center. She indicated their website, by far, is where they get most of their applicants. They also utilize the department heads to provide information about various groups they belong to or memberships they have in job-related areas, such as accounting or research. In addition, the Health Center is connected to the state's general website and they can be found on other hospital associations. Ms. Smith

stated career fairs have helped in certain areas, such as nursing and respiratory therapy. The agency has also done outreach to everyone on licensure lists by inviting them to the agency to see what it does firsthand. There was no further discussion on this Item.

Commissioner Valerie Lewis and Toby Bates, Affirmative Action Officer, were in attendance from the Department of Higher Education. The affirmative action plan is recommended for approval based on compliance with the following: the plan contains all the elements required, the agency has demonstrated every good faith effort to achieve its goals and the agency has substantially addressed deficiencies noted by the Commission in the prior plan review. Short-term goal achievement was 1 out of 3 or 33.3% and total achievement was 1 out of 3 possible total goals or 33.3%. The affirmative action plan was approved in 2003 and 2004, disapproved in 2005 and approved in 2006 and 2007. There was no discussion on this Item.

Chairperson Norton noted for the record the understanding that the motion made to approve all of the six affirmative action plans encompasses having all the agencies retain annual filing status.

Mr. Bingham introduced Dr. Louis Magnarelli, Director, and Kirby Stafford, Vice Director and Affirmative Action Officer, representing the Agricultural Experiment Station. The plan is being recommended for approval as the agency has met all or substantially of its hiring, promotion and program goals. Short-term goal achievement was 4 out of 5 or 80%, total goal achievement was 4 out of 5 or 80% and promotion goal achievement was 1 out of 2 or 50%. The plan has been approved for each of the past five years. Chairperson Norton asked the agency to explain the role of a summer resource assistant. Dr. Magnarelli indicated the position is used for temporary workers hired during the summer and are college or high school students. It is a mentorship program used to help the agency with their experiments primarily in the field, but the agency also uses the position to teach hands on science. Dr. Magnarelli further explained it is one of their main initiatives in trying to diversify the workforce by training college students to get interested in science. Some temporary workers have been hired into full-time Technician positions. There was no further discussion.

The following representatives were in attendance from the Department of Banking: Alan Cicchetti, Deputy Banking Commissioner; Crystal Ross, Principal Human Resources Specialist; and Claudia Helfgott, Human Resources Specialist. Executive Director Pech noted a corrected five-year history for this agency was being provided to the Commissioners which should be substituted for the one in the summary. Mr. Bingham indicated the plan is being recommended for approval based on compliance with the following: the plan contains all the elements required and the agency has substantially addressed all hiring, promotion and program goals. Short-term goal achievement was 3 out of

5 or 60%, long-term goal achievement was 2 out of 3 or 67%, total goal achievement was 5 out of 8 or 63%, promotion goal achievement was 1 out of 2 or 50% and program goal achievement was 2 out of 4 or 50%. The plan was approved in 2002, 2003 and 2004, disapproved in 2005 and approved in 2006. Chairperson Norton asked if it is rare to have an agency meet substantially all of its goals. Executive Director Pech responded it generally occurs with smaller agencies that do not have a lot of goals. No further discussion followed.

Mr. Bingham introduced Dana McGee, Director of Diversity and Equity, and Hanna Prytko and Katherine Kenyon, Search Compliance Coordinators, representing the University of Connecticut. The plan is being recommended for approval as the agency has demonstrated every good faith effort to achieve its goals. Short-term goal achievement was 51 out of 113 or 45%, long-term goal achievement was 38 out of 116 or 33%, total goal achievement was 89 out of 229 or 34% and promotion goal achievement was 45 out of 65 or 69%. A hand out provided to the Commissioners contained a correction pertaining to the percentage of promotion goal achievement (69% not 37.7% as noted in the summary). The affirmative action plan for the University of Connecticut was approved in 2003, 2004 and 2005, approved by default in 2006 and approved in 2007. Commissioner Clarke asked for clarification regarding the number of times the agency attempted to hire, but could not find goal applicants in the pool for faculty positions. Paula Ross, Human Rights and Opportunities Representative, responded that when she prepared the summary she did not include any of the candidates who did not meet the minimum stated qualifications. There was no further discussion on this item.

Commissioner Gina McCarthy, Barbara Viadella, EEO Specialist, and Marcia Bonitto, EEO Manager, were in attendance representing the Department of Environmental Protection. The affirmative action plan has been recommended for approval based on compliance with the following: the plan contains all the elements required, the agency has demonstrated every good faith to achieve its goals and the agency has substantially addressed deficiencies noted by the Commission in the prior plan review. Short-term goal achievement was 19 out of 33 or 58%, long-term goal achievement was 4 out of 9 or 44%, total goal achievement was 23 out of 42 or 55% and total promotion goal achievement was 20 out of 31 or 64%. The plan was conditionally approved in 2003, approved in 2004, 2005 and 2006 and disapproved in 2007. No discussion followed regarding the recommended approval for this agency.

Chairperson Norton thanked the agency heads for attending today's meeting. A motion having been made and properly seconded to approve the six affirmative action plans, the Chair called for a vote. The motion carried with the following Commissioners voting in favor of the motion: Clarke, Cruz, Griffin, Marshall and Mengual. Commissioner Lobon abstained and the Chairperson did not vote.

Staff Recommendations: **Conditional Approvals**

1. Office of Policy and Management
2. Board of Education and Services for the Blind

Chairperson Norton indicated he previously asked Commissioner Griffin to assume the role of Chair for the purpose of entertaining a separate motion for the Board of Education and Services for the Blind. The Chairperson noted he has a conflict of interest and would be excusing himself from the proceedings. He would return to take the Chair for taking up separately the Office of Policy and Management.

Commissioner Griffin requested a motion accepting the staff recommendation for conditional approval of the Board of Education and Services for the Blind. It was moved by Commissioner Marshall and seconded by Commissioner Cruz to accept the staff recommendation for conditional approval of the Board of Education and Services for the Blind (BESB). Mr. Bingham introduced Brian Sigman, Executive Director, and Laura Guilmartin, EEO Specialist, representing BESB. The plan is being recommended for conditional approval based on compliance with the following: the plan contains all the elements required and the agency has substantially addressed deficiencies noted by the Commission in the prior plan review. Goal achievement during the reporting period was 4 out of 17 short-term goals or 23.5%, 1 out of 1 or 100% long-term goals and 5 out of 18 or 28% total goal achievement. The affirmative action plan for BESB has been approved for each of the past five years. Commissioner Cruz asked for additional review and clarification regarding the conditional approval recommendation. Valerie Kennedy, Human Rights and Opportunities Representative, indicated the plan is being recommended for conditional approval, as there were some difficulties with the agency's good faith efforts in the discussion of goal candidates, which is the reason for the recommendation. Ms. Kennedy stated the standard of review is that every goal candidate must be addressed for every search that an agency conducts and, in cases where that does not occur, the plan would be disapproved. In this case, there was discussion, but not significant discussion. Ms. Kennedy added that there were some searches in which the agency explained they did not know exactly who the goal candidates would be for that search because the search occurred between the ending of the last plan period and the start of the new plan period prior to their goals being established. Part of the problem with some of those discussions was that the goals did not significantly change, so the agency should have discussed the goal candidates that they knew were goal candidates and that was not done adequately. Brian Sigman, Executive Director, of the agency addressed the Commissioners and thanked them for the opportunity to speak. Mr. Sigman stated that BESB has taken its affirmative action hiring extremely seriously. As was indicated, the agency made a significant effort in terms of recruiting nationally for all the positions. He noted three fourths of the positions

the agency has are specialized, direct services positions, which carry credentialing requirements and that makes national recruitments a challenge. With the recruitments that were done, as noted earlier, there was a changeover period where the goals of one program year ended, but the new goals for the new program year had not been introduced. Because the agency had recruited while the prior year was still in effect, Mr. Sigman stated the agency was in good faith working to fill those goals. He stated his belief that the agency did a fair job in documenting the candidates they understood to be goals at the times they did the recruitment. Additional justifications for goal candidates not chosen and which might clarify the confusion were available for the Commissioners should they wish to review them. In closing, Mr. Sigman requested the Commission consider moving the conditional approval to an approval. Ms. Kennedy reiterated staff recommendations are based on the plan as submitted and based on the information given, so the recommendation stands.

There was no further discussion. Commissioner Griffin called for a vote on the motion to accept the staff recommendation to conditionally approve the affirmative action plan for the Board of Education and Services for the Blind. The motion carried with Commissioners Clarke, Cruz, Griffin, Marshall and Mengual voting in favor of the motion. Commissioner Lobon abstained.

Chairperson Norton returned to Chair the meeting and requested a motion to accept the staff recommendation for a conditional approval of the affirmative action plan for the Office of Policy and Management (OPM) with retention of annual filing. (One of the promotion goals analysis charts that was missing was distributed to the Commissioners) A motion was made by Commissioner Clarke and seconded by Commissioner Marshall to accept the staff recommendation for conditional approval and retention of annual filing status for OPM. Mr. Bingham introduced Mary Ann Palmarozza, Chief Administrative Officer, and Judith Dickens, EEO Specialist 2, representing OPM. The plan has been recommended for conditional approval based on compliance with the following: the plan contains all the elements required and the agency has demonstrated every good faith effort to achieve its goals. Goal achievement during the reporting period was 4 out of 5 possible short-term goals or 80%, 3 out of 11 long-term goals or 27% and 7 out of 16 possible total goals or 44%. Promotion goal achievement was 0 out of 1 or 0%. The plan has been approved for each of the past five years. At the request of Chairperson Norton, there was a short discussion regarding the distinction between a certified employment list, a SEBAC list and a re-employment list. It was explained that a certified employment list is from an examination administered by the Department of Administrative Services. A re-employment list comes out of the collective bargaining agreements and they have up to three years and are deemed comparable based on what job classifications an employee held. SEBAC lists are based on rights an employee has pursuant to a layoff and are based on

“qualified to fill.” An individual may remain on a SEBAC list until the employee is “made whole” based on the job laid off from. Both re-employment and SEBAC lists are processed through the Department of Administrative Services and are lists from which an agency must hire above a goal priority hire (re-employment first; SEBAC second). Commissioner Cruz asked for additional review and discussion from staff regarding the conditional approval recommendation. Susan Hom, HRO Representative, noted the recommendation is based on goals analysis, specifically with regard to the promotion goals. There was one Black female candidate for which no explanation was provided for failure to meet the goal. The one promotion was for a White female. According to the standard of review, any non-goal candidate not addressed is a failure to show good faith efforts. Ms. Hom reiterated the recommendation is based on the plan as submitted. Commissioner Griffin asked if, in a case like this where there is an obvious oversight that is not that severe and could be easily corrected, is it possible for the reviewer to contact the agency for clarification. Valerie Kennedy responded that if a reviewer contacts an agency with a question and then chooses to approve the plan based on information that is submitted after the plan was initially submitted, that agency has been given an opportunity to correct something that staff has not afforded any other agency the opportunity to do. Mary Ann Palmarozza, Chief Administrative Officer from OPM, addressed the Commissioners and indicated she was attending the meeting representing Secretary Genuario. She stated that while prior plans did discuss promotions within the agency, they did not address why promotional goals were not met. The two individuals who were promoted were explained, including one employee who was a career upward mobility, which was previously approved. Ms. Palmarozza stated that in the future an explanation will be included as to why any promotional goal was not met. Based on all of the other good faith efforts and accomplishments of the agency, Ms. Palmarozza reiterated Secretary Genuario’s request that the Commission consider approving the plan. There was no further discussion. Chairperson Norton called for a vote on the motion for conditional approval of the Office of Policy and Management. The following Commissioners voted in favor of the motion: Clarke, Marshall and Mengual. Commissioners Cruz, Griffin and Lobon opposed the motion. As there was a three-three tie, Chairperson Norton exercised his vote and voted against the motion. The motion failed. A motion was made by Commissioner Griffin and seconded by Cruz to approve the affirmative action plan for the Office of Policy and Management with retention of annual filing status. The motion carried with Commissioners Cruz, Griffin, Lobon and Marshall voting in favor of the motion. Commissioners Clarke and Mengual opposed the motion and the Chairperson did not vote.

#### **IV. DIVISION REPORTS**

##### **A. Affirmative Action Program Manager's Report**

Gloria Sparveri, Affirmative Action Program Manager, indicated her report was included in the mailing. She noted there was not much activity to report as she is currently working on the Commission's plan. Ms. Sparveri and Executive Director Pech responded to questions from Commissioners Clarke and Griffin regarding the agency's projected goals for the upcoming reporting period. Executive Director Pech explained the agency will use the goals that were in existence for the current plan for guidance until they are re-established, with the understanding that for an agency the size of CHRO, they are not likely to change significantly. Executive Director Pech acknowledged this is an issue that is problematic and, as the regulations are being reviewed, is an area that is likely to be addressed. Executive Director Pech added that Ms. Sparveri's December report to the Commission contained projected goals for the new plan. However, new unemployment data became available and, as a result, the goals need to be recalculated, which is why this month's report did not include goals. There was additional discussion regarding the data used in goal setting. By regulation, agencies are required to consider employment and unemployment data and then they have the option to consider other sources of data. Each agency determines how much weight is given to the various data depending on the category. Executive Director Pech suggested it might be helpful to have staff put something in writing for the Commissioners regarding the kind of information that goes into making the calculations. Chairperson Norton agreed it would be a useful aid and asked the Executive Director to look at the feasibility of having this done in the future as time permits.

##### **B. Fiscal Report**

A copy of the fiscal report was provided to the Commissioners in their mailing. Michelle Provost, Fiscal Administrative Supervisor, indicated there were no significant changes to report, however, on the summary of vacancies, the agency received permission to reclassify an Administrative Assistant position to an HRO Representative position. Executive Director Pech reported that one of the HRO Representative positions would likely be assigned to the Central Office to assist with various special projects, such as potential systemic complaints. In addition, two positions will likely be assigned to contract compliance. Commissioner Mengual asked Ms. Provost to explain an item on page 6 of her report under account code #51230, Management Consultant Services, for which \$150,000.00 has been allocated. Ms. Provost indicated this is the money that has been set aside for the disparity study, including the Request for Proposal process, to conduct a study to evaluate small and minority business goals. Executive Director Pech confirmed this was money that was requested in last year's budget and, although approved, not in the amount requested. He reported the RFP

process is nearing completion. Executive Director Pech also noted that the money that was allocated to CHRO was in dispute. He and the Chairperson met with the Chairs of the Legislature's Planning and Development Committee to identify some additional funding so another specialized study could be done of the greater Hartford area which relates to an infrastructure rebuild that the MDC is doing on their sewer system.

C. Field Operations Report

A copy of the *Report on Caseload Statistics* was included in the Commission mailing. Donald Newton, Chief of Field Operations, reported the current caseload has decreased slightly, which means we are closing more cases than we are taking in. Commissioner Griffin commended Mr. Newton on preparing such a detailed report.

D. Managing Director's Report

Managing Director and Commission Attorney Robert Brothers reported activity in the Legal Division is somewhat status quo. The Legal Division currently has about 100 pending cases, of which one third are housing cases. About 75% of the housing cases are court election cases. There are approximately 15 active appeals, including a number that are either at the Appellate Court or Supreme Court. There are also approximately 30 pending reconsideration requests. The agency receives approximately 200 reconsideration requests a year.

E. Executive Director's/Legislative Report

Executive Director Pech reported that beginning next month when the Legislative Session begins, James O'Neill, the agency's new Legislative Liaison, will be providing a separate report. Mr. Pech's entire report was in the Commission's supplemental folder. He highlighted several items, including a letter from Public Safety Commissioner Danaher regarding that agency's recruitment efforts and his letter to Department of Administrative Services' Commissioner Gnazzo in support of Commissioner Danaher's efforts. In addition, the Executive Director indicated the Governor's Task Force asked him to speak to them today. That date has been rescheduled for next Thursday, January 17. He ask the Commissioners to bring anything to his attention that they would like him to include in his presentation to the Task Force. Chairperson Norton also updated the Commissioners on information relative to the Task Force and welcomed feedback from Commissioners. Debi Freund was in attendance at today's meeting and reported she was appointed to the Task Force representing the Connecticut Association of Affirmative Action Professionals. In closing, Executive Director Pech noted Attorney Brothers will serve as Acting Director while he is on vacation.

**V. NEW BUSINESS**

- A. Request for Contract Compliance Exemptions for Three Proposed Agreements Involving the Department of Mental Health and Addiction Services and Rhode Island Hospital, the University of Utah and RTI International, Inc. (North Carolina)
- B. Request for Contract Compliance Exemption Involving the Department of Higher Education and the National Institute for Early Education Research (NIEER) at Rutgers University (New Jersey)
- C. Request for Contract Compliance Exemption from Central Connecticut State University Regarding an Agreement with the Université de Caen (Caen, France)
- D. Request for Contract Compliance Exemption from Central Connecticut State University Regarding Out-of-State and Out-of-Country Student Internship Agreements
- E. Request for Contract Compliance Exemption by UCONN with Great Divide Lodge Conference Facility (Colorado)
- F. Request for Contract Compliance Exemption by UCONN with IRI Information Resources, Inc. (an Italian corporation)
- G. Request for Contract Compliance Exemption by UCONN with Oracle Corporation (California)
- H. Request for Blanket Contract Compliance Exemption Involving the Department of Mental Health and Addiction Services and Out-of-State Vendors Providing Services for the Young Adult Services Population
- I. Request for Contract Compliance Exemption Involving the UCONN Health Center and Mount Sinai School of Medicine (New York)
- J. Request for Contract Compliance Exemption Involving the UCONN Health Center and Virginia Polytechnic Institute and State University (Virginia)
- K. Request for Contract Compliance Exemption Involving the UCONN Health Center and Malvern Instruments, Inc. (Massachusetts)
- L. Request for Contract Compliance Exemption Involving the UCONN Health Center and the Society of Thoracic Surgeons (Illinois)
- M. Request for Contract Compliance Exemption Involving the UCONN Health Center and Hospira Worldwide, Inc. (Illinois)

- N. Request for Contract Compliance Exemption Involving the UCONN Health Center and Baxa Corporation (Colorado)
- O. Request for Contract Compliance Exemption Involving the UCONN Health Center and Mizuho Orthopedic Systems, Inc. (California)
- P. Request for Contract Compliance Exemption Involving the UCONN Health Center and Medtronic Sofamor Danek, Inc. (Tennessee)
- Q. Request for Contract Compliance Exemption from Central Connecticut State University with Project Lead the Way, Inc. (New York)

The Chair requested a motion to grant all the contract compliance requests that have been recommended for granting by the staff. A motion was made by Commissioner Marshall and seconded by Commissioner Griffin to approve contract compliance exemption requests A. – Q. as recommended. The Chair asked for discussion. Executive Director Pech indicated there were no changes to the recommendations and that all information requested of the various agencies was received in order for the staff to prepare their recommendations. Commissioner Cruz asked for clarification regarding why there are conditions attached to granting the request made in Item V.D. – Request for Contract Compliance Exemption from Central Connecticut State University Regarding Out-of-State and Out-of-Country Student Internship Agreements. Executive Director Pech explained as this is a “blanket” exemption request, CCSU must submit quarterly reports for every contract they enter that falls within the parameters of the exemption. If the staff believes they have brought a contract under this exemption which was not the agency’s intent, they will be called back before the Commission. There was no further discussion. A motion having been made and properly seconded granting all the exemptions as described and outlined by submissions from the Executive Director and Managing Director and Commission Attorney, the Chair called for a vote. The motion carried with Commissioners Clarke, Cruz, Griffin, Lobon and Mengual voting in favor of the motion. Commissioner Marshall was not present for the vote and the Chairperson did not vote.

Executive Director Pech noted letters confirming the action taken by the Commission at today’s meeting with respect to all of the requests will be sent out by the staff.

## **VI. EXECUTIVE SESSION**

In accordance with Section 1-225(c) of the Connecticut General Statutes, as amended, it was moved by Commissioner Clarke and seconded by Commissioner Griffin that the Commission go into Executive Session, including inviting Executive Director Pech, Managing Director and Commission Attorney

Brothers and Assistant Attorney General David Teed, for the purpose of discussing any and all pending litigation and personnel matters as they may arise. The motion carried with the following Commissioners voting in the affirmative: Clarke, Cruz, Griffin, Lobon and Mengual. Commissioner Marshall was not present for the vote and Chairperson Norton did not vote. All members of the public were excused from the Executive Session.

**VII. RETURN TO REGULAR SESSION**

It was moved by Commissioner Clarke and seconded by Commissioner Marshall to return to Regular Session. The motion carried unanimously. The Chairperson did not vote. Chairperson Norton noted no votes were taken during Executive Session.

**VIII. VOTE ON EXECUTIVE SESSION ITEMS**

- A. Report on Pending Claims or Pending Litigation
- B. Personnel Matters

No votes were taken and there was nothing to report.

**IX. ADJOURNMENT**

There being no further business to come before the Commission, it was moved by Commissioner Clarke and seconded by Commissioner Lobon to adjourn the meeting at 6:00 p.m. The motion carried unanimously. The Chair did not vote.