

**MINUTES OF THE REGULAR MEETING OF THE  
COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES  
21 GRAND STREET  
HARTFORD, CT 06106  
WEDNESDAY, JANUARY 13, 2010, 2:00 P.M.**

**COMMISSIONERS PRESENT**

Andrew Norton, Chairperson  
Edward Mambruno, Secretary  
Shelley Copeland  
Alexia E. Cruz  
Cheryl Lynn Clarke  
Milton Johnson  
Edith Pestana  
Patrice J. Wrice

**COMMISSIONERS ABSENT**

**STAFF PRESENT**

Robert J. Brothers, Jr., Acting Executive Director  
David Teed, Assistant Attorney General  
Alvin Bingham, Affirmative Action and Contract Compliance Supervisor  
James O'Neill, Legislative and Regulations Specialist  
Margaret Peters, Secretary II

**I. CHAIRPERSON**

A. Convene Meeting

Chairperson Andrew Norton convened the January 13, 2010 regular monthly meeting of the Commission on Human Rights and Opportunities to order at 2:15 p.m.

**II. SECRETARY**

A. Review and Approval of Minutes of November 12, 2009 and December 9, 2009 Regular Commission Meetings

A motion was made by Commissioner Mambruno and seconded by Commissioner Pestana to approve the minutes of the November 12, 2009 and December 9, 2009 regular Commission meetings as presented. All approved with the exception of Commissioner Clarke, who abstained as she was not present during these meetings. Chairperson Norton did not vote on the motion.

**III. APPOINTMENT OF PERMANENT EXECUTIVE DIRECTOR**

Chairperson Norton requested a motion to appoint Robert Brothers, Jr., as Executive Director to serve for a four-year term ending on January 13, 2014.

The motion was made by Commissioner Clarke and seconded by Commissioner Pestana. The motion carried unanimously. Chairperson Norton did not vote on the motion.

#### **IV. AFFIRMATIVE ACTION RECOMMENDATIONS – VOTE REQUIRED**

##### **A. Agencies Proposed Affirmative Action Plans**

Staff Recommendations: **Approvals**

1. Department of Banking
2. Office of Policy and Management
3. UCONN Health Center
4. Agricultural Experimental Station

Chairperson Norton requested a motion to accept staff recommendations for approval for all four affirmative action plans, which include the Department of Banking, Office of Policy and Management, UCONN Health Center and Agricultural Experimental Station. He also recommended that the agencies retain their annual filing status.

1. Department of Banking

Mr. Bingham introduced the following individuals in attendance from the Department of Banking: Commissioner Alan J. Cicchetti; Jessica V. Perez, Human Resources Associate; and Claudia Helfgott, Principal Human Resources Specialist and Agency AAO Designee.

The Department of Banking plan was recommended for approval based on compliance with the following:

- 46a-68-59(a) - the plan contains all elements required,
- 46a-68-59(b) – the agency did not fill any full-time positions and therefore, is regarded as having been in compliance on goal achievement; and
- 46a-68-59(b)(4) – the agency had no deficient elements in the previous plan and therefore is in compliance with the (b)(4) standard.

Goal Achievement: There were no full-time hires during the reporting period. In addition the agency met: One out of 1 possible promotion goals or 100%. Two out of 3 program goals were met or 67%. Five-Year Approval History: 2008 approved, 2007 approved, 2006 approved, 2005 disapproved and 2004 approved.

## 2. Office of Policy and Management

Mr. Bingham introduced the following individuals in attendance from the Office of Policy and Management: Claire Marie Nolin, Ph.D., Designated Affirmative Action Officer and MaryAnn Palmarozza, Chief Administrative Officer.

The Office of Policy and Management Plan was recommended for approval based on compliance with the following:

- 46a-68-59(a) - the plan contains all elements required,
- 46a-68-59(b) – the agency did not fill any full-time positions and therefore, is regarded as having been in compliance on goal achievement; and
- 46a-68-59(b)(4) – the agency had no deficient elements in the previous plan and therefore is in compliance with the (b)(4) standard.

Goal Achievement: There were no full-time hires during the reporting period.  
Five-Year Approval History: 2008 conditionally approved, 2007 approved, 2006 approved, 2005 approved and 2004 approved.

## 3. UCONN Health Center

Mr. Bingham introduced the following individuals in attendance from UCONN Health Center: Cato T. Laurencin, M.D., Ph.D., Vice President for Health Affairs and Dean, School of Medicine; Dana McGee, Associate Vice President, Office of Diversity and Equity; Carolyn Lyle, Executive Director, Office of Diversity and Equity; Terry Segar, Affirmative Action Specialist; Rhonda Seymour, Systems Coordinator; Brian Eaton, Associate Vice President of Human Resources; and Joyce Smith, Director of Employment Services and Compensation, Human Resources.

The UCONN Health Center Plan was recommended for approval based on compliance with the following:

- 46a-68-59(a) - the plan contain all elements required by and,
- 46a-68-59(b) - the agency has met all of its program goals, but not its hiring and promotion goals
- 46a-68-59(b)(3) - the agency has demonstrated every good faith effort to achieve such goals and despite these efforts has been unable to do so; and
- 46a-68-59(b)(4) - the agency has substantially addressed deficiencies noted by the Commission in prior plan reviews.

Goal Achievement: Short-Term goal achievement: 111 out of 308 possible goals or 36%. All goals were established with short-term time tables. Total goal

Achievement: 111 out of 308 possible total goals or 36%. Promotion Goal Achievement: 12 out of 57 or 21%. Five-Year Approval History: 2008 approved, 2007 approved, 2006 approved, 2005 approved and 2004 disapproved.

#### 4. Agricultural Experimental Station

Mr. Bingham introduced the following individuals in attendance from the Connecticut Agricultural Experiment Station: Dr. Louis A. Magnarelli, Director; and Dr. Kirby C. Stafford III, Vice Director and Affirmative Action Officer.

The Connecticut Agricultural Experiment Station Plan was recommended for approval based on compliance with the following:

- 46a-68-59(a) - the plan contains all elements required,
- 46a-68-59(b) – the agency has demonstrated every good faith effort to achieve such goals and despite these efforts has been unable to do so, and
- 46a-68-59(b)(4) - the agency had no deficient elements in the previous plan and therefore is in compliance with the (b)(4) standard

Goal Achievement: Zero out of 3 possible short-term goals or 0%. There were no long-term goals. Zero out of 3 possible total goals or 0%. In addition, 1 out of 1 possible promotion goals were met or 100%. Two out of 2 program goals were met or 100%. Five-Year Approval History: 2008 approved, 2007 approved, 2006 approved, 2005 approved and 2004 approved by default.

The motion to approve the Affirmative Action Plan and retain annual filing status for all four Affirmative Action Plans--the Department of Banking, Office of Policy and Management, UCONN Health Center and Agricultural Experimental Station—was made by Commissioner Mambruno and seconded by Commissioner Wrice. The motion carried unanimously. Chairperson Norton did not vote.

#### Staff Recommendations: **Conditional Approval**

##### 1. Division of Criminal Justice

Mr. Bingham introduced the following individuals in attendance from the Division of Criminal Justice: Kevin Kane, Chief State's Attorney; John J. Russotto, Deputy Chief State's Attorney for Personnel, Finance and Administration; and Patricia A. Alston, EEO Specialist.

The Division of Criminal Justice Plan was recommended for conditional approval based on compliance with the following: the Plan does contain all the 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 prior plan reviews.

Goal Achievement: Three out of 8 possible short term goals or 37.5%. Long-Term Goal Achievement: Zero out of 4 possible goals or 0%. Total Goal Achievement: Three out of 12 possible total goals or 25%. Promotion Goal Achievement: 10 out of 25 possible goals were met or 40%. Five-Year Approval History: 2008 approved, 2007 disapproved, 2006 conditionally approved, 2005 approved and 2004 approved.

The motion to conditionally approve the Affirmative Action Plan and retain annual filing status for the Division of Criminal Justice was made by Commissioner Mambruno and seconded by Commissioner Wrice. The motion carried unanimously. Chairperson Norton did not vote.

#### **IV. OLD BUSINESS**

##### **A. Affirmative Action Duties Performed by Outside State Agencies for non-SmART Agencies**

There is currently only one full-time Affirmative Action person performing duties for the Department of Public Health.

#### **V. NEW BUSINESS**

##### **A. Request for Exemption of contract between University of Connecticut (UCONN) and Broadcast Music Inc. (BMI).**

A motion to approve the Request for Exemption of a contract between the University of Connecticut and Broadcast Music Inc. was made by Commissioner Johnson and seconded by Commissioner Wrice. The motion carried unanimously. Chairperson Norton did not vote.

#### **V. DIVISION REPORTS**

##### **A. Field Operations/Case Processing Report**

Robert Brothers, Acting Executive Director reported on number of cases in our inventory.

B. Legislative Report

There was no Legislative Report.

C. Managing Director's Acting Executive Director's Report

**VI. EXECUTIVE SESSION**

In accordance with CONN. GEN. STAT. § 1-225(c), it was moved by Commissioner Johnson and seconded by Commissioner Mambruno that the Commission go into Executive Session, including inviting Acting Executive Director Brothers for a portion of the Executive Session, for the purpose of discussing pending litigation and personnel matters as they may arise. David Teed, Assistant Attorney General and Margaret Chapple, Assistant Attorney General were also invited to attend. The motion carried unanimously. Chairperson Norton did not vote on the motion. All members of the public were excused from the Executive Session.

**VII. RETURN TO REGULAR SESSION**

It was moved by Commissioner Wrice and seconded by Commissioner Johnson to return to Regular Session. The motion carried unanimously. Chairperson Norton did not vote.

**VIII. VOTE ON EXECUTIVE SESSION ITEMS**

No votes were taken on items discussed in Executive Session.

**IX. ADJOURNMENT**

There being no further business to come before the Commission, it was moved by Commissioner Mambruno and seconded by Commissioner Clarke to adjourn the meeting at 4:52 p.m. The motion carried unanimously. Chairperson Norton did not vote.