

**State of Connecticut
Commission on Human Rights and Opportunities
Regular Commission Meeting
Legislative Office Building – Rm 1A
Hartford, CT 06106
Wednesday, July 12, 2017
2:00 p.m.**



Regular Commission Meeting Minutes

Commissioners Present

Cherron Payne, Chairperson
Edward Mambruno, Secretary
Lisa Giliberto
Andrew Norton

Shuana Tucker
Nicholas Kapoor
Joseph Suggs

Commissioners Absent

Edith Pestana

Staff Present

Tanya Hughes, Executive Director
Cheryl Sharp, Deputy Director

Lynda Rizzo Stowe, Regional Manager	Donna Wilkerson Brilliant, Regional Manager
Monica H. Richardson, Executive Secretary	Michelle Dumas Keuler, Commission Counsel III
Ronald Simpson, Regional Manager	Michael Roberts, Commission Counsel II
Margaret Nurse Goodison, Commission Counsel III	
Neva Elaine Vigezzi, AA HRO Representative	

I. Chairperson: Cherron Payne, Presiding

The meeting was convened at 2:03 p.m. by Chair Cherron Payne.

II. Secretary: Edward Mambruno

A motion was made by Commissioner Mambruno to approve the Minutes of the June 14, 2017 Regular Commission Meeting. It was seconded by Commissioner Suggs. The vote was: Yes (5), No (0), and Abstentions (1). The motion carried.

III. Affirmative Action Recommendations – Vote Required

The following plans were presented by Deputy Director Cheryl Sharp: Manchester Community College, Naugatuck Valley Community College, Quinebaug Valley Community College, Military Department, Department of Rehabilitation Services, and Department of Mental Health and Addiction Services.

A. Staff Recommendations: **Approval**

1. Manchester Community College

Representing the agency was Duncan Harris, Dean of Student Affairs and Debi Freund, Chief Diversity Officer.

The plan 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 did not meet or substantially meet all of its hiring goals at 50%. The promotion goals were met at 33% and program goals were met at 100% for this filing period. They did not have deficiencies in the prior plan review.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 293.1% goal achievement for the SBE and 593.5% for the MBE.

The filing history is as follows: 2011 (Disapproved); 2012 (Approved), 2013 (Disapproved); 2014 and 2015 (Approved).

A motion was made by Commissioner Tucker and seconded by Commissioner Mambruno to **approve** the plan of Manchester Community College and retain annual filing status. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried unanimously.

2. Naugatuck Valley Community College

Representing the agency were Ron Clymer, EEO, and Kimberly Carolina, Director of HR and Labor Relations,

The plan 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 did not meet all or substantially meet all of its hiring goals at 36.8%. The promotion goals were met at 60% and all of the program goals were met at 100% for this filing period.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 198.7% goal achievement for the SBE and 297.7% for the MBE.

The five-year filing history is as follows: 2012, 2013, 2014, 2015, and 2016 were Approved. They were recommended to retain their annual filing status.

A motion was made by Commissioner Norton and seconded by Commissioner Tucker to **approve** the plan and to retain annual filing status of Naugatuck Valley Community College. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried unanimously.

3. Quinebaug Valley Community College

Representing the agency were President Carlee Drummer, Dr. Donna Sohan, Director of Institutional Research, and Karla Desjardins, Associate Director of Human Resources.

The plan 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 did not meet or substantially meet all of its hiring goals at 0%. There were no promotions that occurred during this reporting period and program goals were in the process of being met within a two year timetable to correspond with the College's previous biennial filing status.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 143.7% goal Achievement for the SBE and 126.4% for the MBE.

The filing history is as follows: 2010- Approved, 2011 – Conditionally Approved, 2012 and 2014- Approved, and 2016 - Disapproved.

A motion was made by Commissioner Norton and seconded by Commissioner Giliberto to **approve** the plan of the Quinebaug Valley CC and retain annual filing status. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried unanimously.

4. Military Department

Representing the agency was Brigadier General Francis Evon, Assistant Adjutant General Anthony Lewis, Human Resources Manager and Cordula, Affirmative Action Consultant, Retiree.

The plan 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 did not meet or substantially meet all of its hiring goals at 36.4%. The promotion goals were met at 0% and program goals were met at 100% for this filing period. They did not have deficiencies in the prior plan review.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 262.8% goal achievement for the SBE and 241.9% for the MBE.

The filing history is as follows: 2010, 2011, 2013, 2014 and 2015 - Approved.

A motion was made by Commissioner Norton and seconded by Commissioner Suggs to **approve** the plan of the Military Department and retain biennial filing status. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried unanimously.

5. Department of Rehabilitative Services

Representing the agency was Commissioner Amy Porter and Dorian Lord, EEO Specialist.

Commissioner Norton recused himself from this plan and exited the room until completed.

The plan 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 did not meet or substantially meet all of its hiring goals at 53.9%. The promotion goals were met at 25% and program goals were met at 100% for this filing period. They did not have deficiencies in the prior plan review.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 303.3% goal achievement for the SBE and 260.3% for the MBE.

The filing history is as follows: 2012, 2013, 2014, 2015 and 2016 -Approved.

A motion was made by Commissioner Tucker and seconded by Commissioner Suggs to **approve** the plan of the Department of Rehabilitative Services and retain annual filing status. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried unanimously

6. Department of Mental Health and Addiction Services

Representing the agency was Commissioner Miriam Delphin-Rittmon, Eric Smith, EEO Director, David Kraveski, Agency HR Administrator and Kirstin Avitable, Assistant Agency HR Administrator.

The plan 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 did not meet or substantially meet all of its hiring goals at 36.3%. The promotion goals were met at 29.78% and program goals were met at 100% for this filing period. They did not have deficiencies in the prior plan review.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 90.6% goal achievement for the SBE and 195.42% for the MBE.

The filing history is as follows: 2012, Approved, 2013 Conditionally Approved, 2014, Approved by Default, 2015, Disapproved, and 2016, Approved.

A motion was made by Commissioner Tucker and seconded by Commissioner Norton to **approve** the plan of the Department of Mental Health and Addiction Services and retain annual filing status. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried unanimously.

IV. Petition for Declaratory Ruling

A Petition for Declaratory Ruling was requested by the Office of the State Comptroller on behalf of the Connecticut State Employee Campaign Committee (CSECC).

Presented by Michael Roberts, Commission Counsel

A motion was made by Commissioner Tucker and seconded by Commissioner Giliberto to accept staff recommendation to issue a declaratory ruling. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried unanimously.

V. Division Reports

Executive Director's Report: presented by Tanya Hughes, Executive Director

A detailed production report was provided. Please see attached.

Outreach Report: presented by Cheryl Sharp, Deputy Director

Future Outreach Activities

- Eastern Region PSA, We heard you then and we hear you now, redesigned PSA by intern, Signe Lee, uploaded to CHRO Website
- Life after Incarceration Video Project, estimated completion 2018
- Fair housing Training, July 27
- EEOC Conference
- CHRO Summer Symposium: Transgender and Gender Queer Students, July 27

Outreach Successes

- CT Data Collaborative Conference, 75 Attendees
- Transgender/Sexual Orientation Training, 75 Attendees
- Rally for Peace, 100+ Attendees

A detailed report was provided. See attached.

Legislative Report: presented by Michelle Dumas Keuler, Commission Counsel

- Legislative session ended June 7, 2017
- Special session to vote on Budget will begin at the end of the month
- CHRO testified on over 55 bills this session and responded to numerous queries for information. Our largest bill, 7303 did not prevail.

VI. Request for Reopening:

1. Marvin Key v. Luxottica Retail North America, Inc.
CHRO Case No. 1040118
2. Marvin Key v. Luxottica Retail North America, Inc., d/b/a Lens Crafters
CHRO Case No. 1140286

A motion was made by Commissioner Norton and seconded by Commissioner Tucker to accept staff recommendation to **deny** the reopening of the CHRO cases 1040118 and 1140286. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried unanimously

VII. New Business: N/A

VIII. Executive Session

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

Commissioner Norton moved to go into Executive session and was seconded by Commissioner Suggs. The motion was carried by unanimous vote at 3:05 pm.

Invited into Executive session was Tanya Hughes, Cheryl Sharp.

Personnel Matter: Report from Neil Griffin, Department of Labor

IX. Return from Executive Session

Commissioner Giliberto made a motion to resume the meeting following Executive session at 3:55 p.m. and it was seconded by Commissioner Norton. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

**Commissioner Tucker exited the meeting during Executive Session.*

X. Old Business:

The Commissions role regarding personnel complaints

Commissioner Giliberto made a motion to have Neil Griffin attend the next commission meeting and it was seconded by Commissioner Suggs. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

XI. Adjournment

A motion was made by Commissioner Giliberto to adjourn the meeting and was seconded by Commissioner Norton. The motion to adjourn carried unanimously. The vote was Yes (4), No (0), and Abstentions (0). The meeting ended at 4:27 p.m.