

**State of Connecticut  
Commission on Human Rights and Opportunities  
Regular Commission Meeting  
Legislative Office Building – Rm 1A  
Hartford, CT 06106  
Wednesday, August 9, 2017  
2:00 p.m.**



**Regular Commission Meeting Minutes**

**Commissioners Present**

Cherron Payne, Chairperson  
Edward Mambruno, Secretary  
Lisa Giliberto  
Andrew Norton  
Edith Pestana  
Joseph Suggs

**Commissioners Absent**

Shuana Tucker  
Nicholas Kapoor

**Staff Present**

Tanya Hughes, Executive Director	
Cheryl Sharp, Deputy Director	
Emily Melendez, Assistant Attorney General	Darcy Jones, Legislative Analyst
Monica H. Richardson, Executive Secretary	Michelle Dumas Keuler, Commission Counsel III
Michael Roberts, Commission Counsel II	Robin Fox, Commission Counsel III
Lynda Rizzo Stowe, Regional Manager	Donna Wilkerson Brilliant, Regional Manager
Ronald Simpson, Regional Manager	Neva Elaine Vigezzi, AA HRO Representative

I. Chairperson: Cherron Payne, Presiding

The meeting was convened at 2:10 p.m. by Chair Cherron Payne.

II. Secretary: Edward Mambruno

A motion was made by Commissioner Norton to approve the Minutes of the July 12, 2017 Regular Commission Meeting as corrected. It was seconded by Commissioner Giliberto. The vote was: Yes (4), No (0), and Abstentions (1). The motion carried.

### III. Affirmative Action Recommendations – Vote Required

The following plans were presented by Deputy Director Cheryl Sharp: Asnuntuck Community College, Norwalk Community College, Northwestern Community College, and Department of Transportation.

#### A. Staff Recommendations: **Approval**

##### 1. Asnuntuck Community College

Representing the agency was President James Lombella and Cheryl Cyr, Affirmative Action 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 33.3%. The program goals were met at 100% for this filing period. There were no promotion goals established in the prior filing because underutilization of race/sex groups were being addresses via hiring goals. They did not have deficiencies in the prior plan review.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 163.6% goal achievement for the SBE and 111.7% for the MBE.

The filing history is as follows: 2009 (Disapproved); 2010, 2011, 2013, and 2015 (Approved).

A motion was made by Commissioner Giliberto and seconded by Commissioner Pestana to **approve** the plan of Asnuntuck Community College and retain biennial filing status. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

##### 2. Norwalk Community College

Representing the agency were Cheryl DeVonish, Chief Diversity and Equity Officer, Special Advisor to the President.

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 50%. The promotion goals were met at 67% and all of the program goals were met at 75% for this filing period.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 70.9% goal achievement for the SBE and 13.7% for the MBE.

The five-year filing history is as follows: 2011 - Disapproved, 2012, 2013, and 2015 were Approved. 2016 – Disapproved. They were recommended to retain their annual filing status.

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

### **3. Northwestern Connecticut Community College**

Representing the agency were President Michael Rooke and Wendy Bovia, Director of Human Resources.

Chair Payne was a former employee of Northwestern CT Community College but will not be voting.

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 18.2%. There were no promotions that occurred during this reporting period and program goals were met at 100%.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 78% goal achievement for the SBE and 70.9% for the MBE.

The filing history is as follows: 2009, 2010, 2011, and 2013, Approved, and 2015, conditionally Approved.

A motion was made by Commissioner Giliberto and seconded by Commissioner Pestana to **approve** the plan of the Northwestern Connecticut Community College and retain biennial filing status. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

### **4. Department of Transportation**

Representing the agency was Commissioner James Redeker, Deputy Commissioner Anna Barry, Chief of staff Cheryl Malerba, EEO Director Nancy Bryant, Ada Alvarez, and Camille Grant.

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 25.2%. The promotion goals were met at 24.4% 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 906.3% goal

achievement for the SBE and 915% for the MBE.

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

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

*\*\* Commissioner Suggs left the meeting at 2:55 p.m.*

IV. Petition for Declaratory Ruling requested by Park Hardware, Inc.

Presented by Robin Fox, Commission Counsel

A motion was made by Commissioner Giliberto and seconded by Commissioner Pestana to accept staff recommendation to issue a declaratory ruling by December 20, 2017. The vote was: Yes (4), No (0) and Abstentions (0). The motion carried unanimously.

V. Division Reports

Executive Director's Report: presented by Tanya Hughes, Executive Director  
The executive director highlighted the following:

- New CAR (case assessment review) process is in place and operating since July 1, 2017.
- CHRO Diversity and Inclusion committee will have its inaugural meeting on August 10, 2017 in the executive conference room.
- CHRO welcomed Darcy Jones, Legislative Analyst, who will provide a monthly legislative update and handle all public relations matters for the agency.

A detailed production report was provided. Please see attached.

Outreach Report: presented by Cheryl Sharp, Deputy Director

Future Outreach Activities

- What is Affirmative Action? What is Contract Compliance? Video Project
- Life after Incarceration Video Project, estimated completion 2018
- Waterbury Human Rights Commission, Donna Wilkerson Brillant, WC staff
- Panelist for the Human Trafficking Panel in Martha's Vineyard, Cheryl Sharp
- Civil Rights Training at Wesleyan University on August 17, 2017, Donna W. Brillant (SW region)

- Stand Down Event to be held on September 22, 2017 in Rocky Hill
- EEO training in September for Connecticut businesses on the employer's legal obligations, Atty Robin Fox will present

#### Outreach Successes

- Fair Housing Training, Atty Michelle Dumas Keuler *Attendees: 20*
- YMCA Summer Youth Employment Program Atty Michelle Dumas Keuler, *Attendees: 35*
- CHRO Summer Symposium: Transgender and Gender Queer Students *Attendees: 120*
- Windward Contract Compliance Event, Alvin Bingham, *Attendees: 23*

A detailed report was provided. See attached.

#### Legislative Report: presented by Darcy E. Jones, Commission Legislative Analyst

- On July 24, 2017, the legislature held its constitutionally mandated veto session; it included PA 17-170, An Act Concerning the Affordable Housing Land Use Appeals Procedure.
- Update was provided on union concessions: the House of Representatives voted 78-72 on July 24 to approve the state employees' concession deal (includes a three-year pay freeze, three furlough days, doubled pension contributions, and increased health care co-payments and premiums).

A detailed report was provided. See attached

#### VI. New Business: N/A

#### VII. Executive Session

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

Commissioner Giliberto moved to go into Executive session and was seconded by Commissioner Mambruno. The motion was carried by unanimous vote at 3:50 pm.

Invited into Executive session for the first portion was Tanya Hughes.

Invited into Executive session for the second portion was Tanya Hughes, Cheryl Sharp, Neil Griffin and AAG Emily Melendez and Neil Griffin.

#### **Personnel Matters:**

Performance Evaluation: Tanya Hughes, Executive Director

Complaint Processing: Neil Griffin, Human Resources, Department of Labor

VIII. Return from Executive Session

Commissioner Giliberto made a motion to resume the meeting following Executive Session at 4:37 p.m. and it was seconded by Commissioner Mambruno. The vote was: Yes (4), No (0) and Abstentions (0). The motion carried unanimously.

IX. Old Business: N/A

X. Adjournment

A motion was made by Commissioner Pestana 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 4:38 p.m.