

**State of Connecticut  
Commission on Human Rights and Opportunities  
Regular Commission Meeting  
Legislative Office Building – Rm 1A  
Hartford, CT 06106  
Wednesday, September 13, 2017  
2:00 p.m.**



**Regular Commission Meeting Minutes**

**Commissioners Present**

Cherron Payne, Chairperson  
Edward Mambruno, Secretary  
Lisa Giliberto  
Shuana Tucker  
Edith Pestana  
Joseph Suggs  
Nicholas Kapoor

**Commissioners Absent**

Andrew Norton

**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
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 2:04 p.m. by Chair Cherron Payne.

A motion was made by Commissioner Pestana to amend the Agenda for September 13, 2017 to correct the listing of Gateway Community College under Staff Recommendation from Approval to **Disapproval**. It was seconded by Commissioner Giliberto. The vote was: Yes (6), No (0), and Abstentions (0). The motion carried.

II. Secretary: Edward Mambruno

A motion was made by Commissioner Tucker to approve the Minutes of the August 9, 2017 Regular Commission Meeting. It was seconded by Commissioner Mambruno. The vote was: Yes (6), No (0), and Abstentions (0). The motion carried.

III. Affirmative Action Recommendations – Vote Required

The following plans were presented by Deputy Director Cheryl Sharp: Gateway Community College, Office of the Attorney General, Office of the State Comptroller, and the Department of Education.

A. Staff Recommendations: **Disapproved**

1. Gateway Community College

Representing the agency were Interim President Dr. Paul Broadie and Lucy Brown, Director of HR.

The plan was recommended for **disapproval**:

The agency did not meet or substantially meet all of its hiring goals at 50%. The promotion goals were met at 50% for this filing period. One program goal is ongoing. They did have deficiencies in the prior plan review but failed to address some of the sections –Internal Communication, External Communication, Assignment Responsibility, Availability Analysis, Utilization Analysis, Identification of Problem Areas, Discrimination Complaint process, and Goals Analysis.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 182% goal achievement for the SBE and 231% for the MBE.

The filing history is as follows: 2010, 2011, 2012, and 2014 (Approved) and 2016 (Conditionally Approved).

A motion was made by Commissioner Giliberto and seconded by Commissioner Pestana to accept staff recommendation and **disapprove** the plan of Gateway Community College and retain biennial filing status. The vote was: Yes (6), No (0) and Abstentions (0). The motion carried unanimously.

B. Staff Recommendations: **Approval**

2. Office of the Attorney General

Representing the agency were Diana Comeau, CAO and Susan Cavanaugh, Principal HR.

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 100% and the program goals were not established for this filing period.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 469.5% goal achievement for the SBE and 207% for the MBE.

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

A motion was made by Commissioner Giliberto and seconded by Commissioner Suggs to **approve** the plan and to retain annual filing status of the Office of the Attorney General. The vote was: Yes (6), No (0) and Abstentions (0). The motion carried unanimously.

### 3. Office of the State Comptroller

Representing the agency were Deputy State Comptroller, P. Martha Carlson, Assistant State Comptroller, Natalie Braswell and Ginger Frasca, Principal HR.

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 meet or substantially meet all of its hiring goals at 75%. The promotion and program goals were met at 100%.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 64.6% goal achievement for the SBE and 11% for the MBE.

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

A motion was made by Commissioner Giliberto and seconded by Commissioner Suggs to **approve** the plan of the 3. Office of the State Comptroller and retain annual filing status. The vote was: Yes (6), No (0) and Abstentions (0). The motion carried unanimously.

### 4. Department of Education

Representing the agency were Dianna Wentzell, Commissioner of Education, Levy Gillespie, Equal Employment Opportunity Director, Barbara Brown, Administrative Assistant, Lawanda Scott, Equal Employment Opportunity Specialist, Kim Barberi, Assistant Human

Resource Director, and Kathy Demsey, Chief Financial 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 45%. The promotion goals were met at 53% and program goals made progress toward the one goal set in the prior plan review 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 - Disapproved and 2013, 2014, 2015, 2016 - Approved.

A motion was made by Commissioner Pestana and seconded by Commissioner Mambruno to **approve** the plan of the Department of Education and retain annual filing status. The vote was: Yes (6), No (0) and Abstentions (0). The motion carried unanimously.

#### 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. Continuous updates and adjustments to forms and process as new situations arise.
- Maintaining minimum aged inventory (0.9%) in the regions
- Attended several speaking engagements: Racial profiling, DSS Diversity Luncheon, Manchester Community College.

A detailed production report was provided. Please see attached.

Outreach Report: presented by Cheryl Sharp, Deputy Director

Future Outreach Activities

- NAACP 100<sup>th</sup> Anniversary Dinner, Sept 22, 2017
- Life after Incarceration Video Project, estimated completion 2018
- Racial Profiling Event, Manchester Community College
- 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
- Leaders and Legends Award ceremony, November 16, 2017

#### Outreach Successes

- Affirmative Action Public Information Session, Attorney Margaret Nurse Goodison, Alvin Bingham, *Attendees: 10*
- Cultural Competency Training, Attorneys Robin Fox and Spencer Hill *Attendees: 75*
- New Britain DSS Diversity and Inclusion Luncheon, Executive Director *Attendees: 50*
- Farmer's Market Outreach,  $\frac{3}{4}$  regions *Attendees: many*
- Slumlord/Landlord, Hartford Housing Discrimination Unit, *Attendees: 5*

A detailed report was provided. See attached.

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

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 Pestana. The motion was carried by unanimous vote at 3:10 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, Michelle Dumas Keuler and AAG, Emily Melendez

#### **Personnel Matters:**

Performance Evaluation: Tanya Hughes, Executive Director

Pending Litigation: Attorney Michelle Dumas Keuler

CHRO ex rel. Chometa, et al. v. Town of Hamden (44 Housing cases)

CHRO Case Numbers:

1650010-26,  
1650045-64,  
1650066-67,  
1650075-77,  
1650162, 1650163, 1650166

VIII. Return from Executive Session

Commissioner Giliberto made a motion to resume the meeting following Executive Session at 3:37 p.m. and it was seconded by Commissioner Tucker. The vote was: Yes (6), No (0) and Abstentions (0). The motion carried unanimously.

IX. Vote on Executive Session Items:

Commissioner Tucker made a motion to reappoint Executive Director Tanya Hughes for another 4 year term as Executive Director of the CHRO and it was seconded by Commissioner Giliberto. The vote was: Yes (6), No (0) and Abstentions (0). The motion carried unanimously.

Commissioner Giliberto made a motion to authorize staff to file all 44 cases in New Haven Superior Court and seek appropriate relief; it was seconded by Commissioner Suggs. The vote was: Yes (6), No (0) and Abstentions (0). The motion carried unanimously

X. Adjournment

A motion was made by Commissioner Kapoor to adjourn the meeting and was seconded by Commissioner Pestana. The motion to adjourn carried unanimously. The vote was Yes (6), No (0), and Abstentions (0). The meeting adjourned at 3: 50 p.m.