

State of Connecticut
Commission on Human Rights and Opportunities
Special Commission Meeting
Legislative Office Building, Room 1A
300 Capitol Ave
HARTFORD, CT 06103
Wednesday, September 18, 2019



2:00 p.m.

Regular Commission Meeting Minutes

Commissioners Present

Cherron Payne, Chair
Andrew Norton
Lisa Giliberto

Edward Mambruno, Secretary
Edith Pestana
Joseph Suggs

Commissioners Absent

Nicholas Kapoor

Staff Present

Tanya Hughes, Executive Director
Cheryl Sharp, Deputy Director
Michelle Dumas Keuler, HRO Attorney
Jamie Rubin, Regional Manager
Muriel Carpentier, HRO Representative
Emily Melendez, Assistant Attorney General
Monica H. Richardson, Executive Secretary
Kristen Daniels, Executive Secretary

I. Chairperson: Cherron Payne, Presiding

The Special Commission meeting convened at 2:05 p.m.

II. Secretary: Edward Mambruno

A motion was made by Commissioner Norton to approve the minutes of the September 18, 2019. It was seconded by Commissioner Suggs. The vote: Yes (5), No (0), and Abstentions (0). The motion carried unanimously.

III. Affirmative Action Recommendations – Vote Required

The following plans were presented by Deputy Director Cheryl Sharp

Staff Recommendations: **Approval**

1. Department of Children and Families

Representing the agency were Deputy Commissioner Jody Hill-Lily, Jeannette Perez, and Candy Phillips.

The plan was recommended for **Approval**:

The agency did not meet all or substantially meet all of its hiring goals at 39%. The promotion goals were met at 52% and the program goals were met at 91%.

The Contract Compliance Set-Aside Program for FY 2017/2018 showed 335% achievement for the SBE and 789% achievement for the MBE.

The filing history is as follows: 2013 2014, and 2016 Approved 2017, Disapproved and 2018 Conditionally Approved.

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

2. Department of Education

Representing the agency were Commissioner Miguel Cardona, Kathy Dempsey, CFO, Ley Gillespie, EEO Director, Lawanda Scott-EEO Specialist, and Karen Zuboff, HR.

The plan was recommended for **Approval**:

The agency had not met all or substantially all of its hiring goals at 59%. The promotion goals were met at 89% and the program goals were met at 100% (1 out of 1).

The Contract Compliance Set-Aside Program for FY 2017/2018 showed 138% goal achievement for the SBE and 155% for the MBE.

The filing history is as follows: 2014, 2015, 2016, 2017, and 2018, Approved.

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

3. Office of the Attorney General

Representing the agency were Antoria Howard, Associate AG and Susan Cavanaugh.

The plan was recommended for **Approval**:

The agency did not meet all or substantially meet all of its hiring goals at 50%. The promotion goals were met at 94.4% and the program goals were not established in the prior filing period.

The Contract Compliance Set-Aside Program for FY 2017/2018 showed 454.9% goal achievement for the SBE and 173.7% for the MBE.

The filing history is as follows: 2014, Approved, 2015, Conditionally Approved, 2016, 2017 and 2018, Approved.

A motion was made by Commissioner Giliberto and seconded by Commissioner Pestana to accept the staff recommendation to **approve** the plan of the **Office of the Attorney General** and retain **annual** filing status. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

4. Office of the State Comptroller

Representing the agency were Deputy Commissioner Martha Carlson, Ginger Frasca, HR Specialist, AA/EEO Designee, and Bonnie Schlechtweg HR.

The plan was recommended for **Approval**:

The agency has not met all or substantially all of its hiring goals at 61.1%. The promotion goals were met at 50% and the program goals were met at 100% (2 out of 2).

The Contract Compliance Set-Aside Program for FY 2017/2018 showed 34.5% goal achievement for the SBE and 33.2% for the MBE.

The filing history is as follows: 2014, 2015, 2016, 2017, and 2018, Approved.

A motion was made by Commissioner Suggs and seconded by Commissioner Mambruno to accept the staff recommendation to **approve** the plan of **the Office of the State Comptroller** and retain **annual** filing status. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

5. Office of the Chief Medical Examiner

Representing the agency were Dr. James Gill, MD, CME and Rachael Fein, HR Director.

The plan was recommended for **Approval**:

The agency has not met all or substantially all of its hiring goals at 29%. The promotion goals were not established in the prior filing period and the program goals were met 0% (0 out of 2).

The Contract Compliance Set-Aside Program for FY 2017/2018 showed 1328% goal achievement for the SBE and 614% for the MBE.

The filing history is as follows: 2011, 2013, 2015, Approved, 2017, Disapproved and 2018 Approved.

A motion was made by Commissioner Pestana and seconded by Commissioner Mambruno to accept the staff recommendation to approve the plan of **Office of the Chief Medical Examiner** and **resume biennial** filing status. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

IV. Division Reports

Outreach Report: by Cheryl Sharp, Deputy Director
See attached detailed report.

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

The Executive Director reported on the budget option allotment and required 6% holdback; the HRO trainee position in Legal; annual evaluations and appraisals due in September; the production report; CHRO was recognized at a Housing conference for \$20,550 Partnership Award; OPH and Commissioner vacancies; and status of CHRO sexual harassment training video.

Legislative update: by Michelle Dumas Keuler, HRO Attorney

- Sexual Harassment training

V. New Business: N/A

VI. Executive Session

(Requires a two-thirds vote of commissioners present and voting – staff and guests invited to attend must be noted)

Commissioner Pestana moved to go into Executive session at 3:20 pm and it was seconded by Commissioner Giliberto. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

Invited into Executive Session with the Commissioners were AAG Emily Melendez, and Attorney Urban, Executive Director Tanya Hughes and Deputy Director Cheryl Sharp for the first part of Executive Session for the Pending Litigation v. CHRO regarding Mica Notz only.

VII. Return from Executive Session

Commissioner Pestana moved to return from Executive session at 4:00 pm and it was seconded by Commissioner Suggs. The vote was: Yes (5), No (0) and Abstentions (0). The motion carried unanimously.

No vote was taken on executive session items.

VIII. Old Business N/A

IX. Adjournment

A motion was made by Commissioner Pestana to adjourn the meeting; it was seconded by Commissioner Suggs. The vote was Yes (5), No (0), and Abstentions (0). The motion carried unanimously.

The meeting adjourned at 4:03 p.m.