

**STATE OF CONNECTICUT
COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES**



**Regular Commission Meeting Minutes
Wednesday, January 12, 2021
2:00 pm
Via Microsoft TEAMS**

Commissioners Present

Edward Mambruno, Secretary
Lisa Giliberto
Nicholas Kapoor
Edith Pestana
Joseph Suggs
Neeta Vatti

Commissioners Absent

Andrew Norton

Staff Present

Tanya A. Hughes, Executive Director
Cheryl Sharp, Deputy Director

Neva E. Vigezzi, AA Supervisor	Gary Madison, AA Reviewer
Jamie Rubin, SW Region Manager	Dean Spence, AA Reviewer
Darcy Strand, Legislative Analyst	Ron Simpson, Capitol Region Manager
Kristen Daniels, Executive Secretary	Ana Mitchell, Outreach Coordinator
Asst. Attorney General Laura Thurston	Monica H. Richardson, Executive Secretary

I. Chairperson:

Commissioner Neeta Vatti – Secretary Pro Tem, Presiding
The meeting convened at 2:01 p.m.

II. Election of Chairperson Pro Tem:

Commissioner Vatti convened the meeting and requested a motion to elect a Chairman Pro Tempore for the January 12, 2022, meeting. Commissioner Pestana moved to elect Commissioner Kapoor to act in this capacity for the January 12 meeting, and Commissioner Giliberto seconded it; The vote was: Yes (3) No (0), and Abstentions (1). The motion carried. Commissioner Vatti did not vote as Secretary Pro Tem and Commissioner Kapoor abstained.

** Commissioner Mambruno entered the meeting at 2:02 pm

III. Moment of Silence:

Executive Director Tanya Hughes introduced a moment of silence in recognition and remembrance of Assistant Attorney General Emily Melendez. She spoke of the recent sudden passing of Attorney Melendez and her dedication to the Commission since 2013 as well as her years of prior state service and commitment to excellence and respect for the law.

IV. Attorney General's Office:

Daniel Shapiro, Deputy Associate Attorney General, spoke on the passing of Emily Melendez, extended his condolences to the CHRO, and formerly introduced Laura Thurston who will be the assistant attorney general assigned to assist the Commission on Human Rights and Opportunities.

V. Secretary:

Commissioner Mambruno, Secretary presented the minutes from the December 12, 2021, Regular Commission meeting. Commissioner Giliberto moved to approve the minutes from the December 12, 2022, Regular Commission meeting and Commissioner Vatti seconded it; The vote to approve the minutes was: Yes (4) No (0), and Abstentions (1). The motion carried. Commissioner Suggs abstained.

VI. Affirmative Action Recommendations – Vote Required

Deputy Director Cheryl Sharp presented the following plans:

Staff Recommendations: **Approval**

1. Department of Emergency Services and Public Protection
Representing the agency were James Rovella, Commissioner, Daphne Lewis, EEO Specialist 1 and Catherine DeRoy, Executive Secretary to Commissioner.

The plan was recommended for **Approval**:

The agency did not meet all its hiring goals at 70%. The promotion goals were met at 34% and the program goals were not met at 0%.

The Contract Compliance Set-Aside Program for FY 2020/2021 showed 89.5% achievement for the SBE and 47.6% achievement for the MBE.

The filing history is as follows: 2016, Disapproved, 2017, Conditionally Approved, 2018, 2019, and 2020, Approved.

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

2. Department of Children and Families

Representing the agency were Vannessa Dorantes, Commissioner, Jodi Hill-Lilly, Deputy Commissioner, Monica Rams, Director, Multicultural Affairs, Jeanette Perez, HR, Generalist 3, and Sharon Gaddy.

The plan was recommended for **Approval**:

The agency did not meet all or substantially meet all its hiring goals at 39%. The promotion goals were met at 61% and the program goals were met 100% (3 out of 3).

The filing history is as follows: 2016, Approved, 2017, Disapproved, 2018, Conditionally Approved, 2019 and 2020, Approved.

The Contract Compliance Set-Aside Program for FY 2019/2020 showed 214% achievement for the SBE and 418% achievement for the MBE.

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

3. CT Agricultural Experiment Station

Representing the agency were Dr. Jason C. White, PhD, Director, Dr. Wade Elmer, PhD and Calanthe Cavadini, Administrative Assistant.

The plan was recommended for **Approval**:

The agency did not meet all or substantially meet all its hiring goals at 50%. There were no promotion goals established and the program goals were met 100% (2 out of 2).

The Contract Compliance Set-Aside Program for FY 2020/20211 showed 363% goal achievement for the SBE and 138% goal achievement for the MBE.

The filing history is as follows: 2015, Conditionally Approved and 2016, and 2017, Approved, 2019, Conditionally Approved, and 202, Approved.

A motion was made by Commissioner Pestana and seconded by Commissioner Mambruno to accept the staff recommendation to **approve** the plan of the CT Agricultural Experiment Station and retain annual filing status. The vote: Yes (5), No (0) and Abstentions (0) The motion carried.

4. CT State Community College Capitol- East Region

Representing the agency were Dr. Robert Steinmetz, Regional President – Capital-East Region and his colleagues:

Dr. Kimberly James, CSCU Vice President for Diversity, Equity, and Inclusion

Dr. Duncan Harris, CEO – Capital Community College

Dr. Mary Ellen Jukoski – President Three Rivers Community College

Mr. Nicholas D'Agostino, CSCU Director of Equal Employment Opportunity

Ms. Kimberly Carolina, Manager of Equal Employment Opportunity

The plan was recommended for **Approval**:

The agency did not meet all or substantially meet all its hiring goals at 58%. The promotion goals were met at 33% and the program goals were met 100% (2 out of 2).

The Contract Compliance Set-Aside Program for FY 2019/2020 showed 353% achievement for the SBE and 1522% achievement for the MBE.

The filing history is as follows: 2016, 2017, 2018, 2019, and 2020, Approved.

A motion was made by Commissioner Pestana and seconded by Commissioner Norton to accept the staff recommendation to **approve** the plan of the CT State Community College Capitol- East Region and retain annual filing status. The vote: Yes (5), No (0) and Abstentions (0) The motion carried.

5. Office of Policy and Management

Representing the agency were Melissa McCaw, Secretary of OPM, MaryAnn Palmarozza, OPM Chief Administrative Officer and Carolyn Kozak, Human Resources Generalist 3 and designated Equal Employment Opportunity Officer

The plan was recommended for **Approval**:

The agency substantially met its hiring goals at 71%. The promotion goals were met 0% and the program goals were met 100% (2 out of 2).

The Contract Compliance Set-Aside Program for SBE and MBE were unable to be determined

The filing history is as follows: 2012, 2013, 2015, 2017, and 2019, Approved.

A motion was made by Commissioner Giliberto and seconded by Commissioner Vatti to accept the staff recommendation to **approve** the plan of the office of Policy and Management and retain biennial filing status. The vote: Yes (5), No (0) and Abstentions (0); The motion carried.

VII. Division Reports

1. Executive Director Report: Tanya Hughes, Executive Director

The Executive Director had to exit the meeting prior to presentation of staff reports. She provided her report and production report to the commissioners.

2. Outreach Report: by Cheryl Sharp, Deputy Director

See *detailed report* as highlighted by Deputy Director Sharp.

- MLK children's March and Bell Ringing, January 17, 2022
- PSA
- D & I postings
- Billboard campaign
- Telemundo show with CHRO outreach coordinator, Ana Mitchell in Spanish
- Brochures translated to Spanish, Vietnamese, & Simple Chinese. Additional languages will be included in the future for translation
- Noted - there were less than 1% aged cases for CHRO

3. Legislative update: by Attorney Darcy Strand

- Disparity Study: The finalization of the contract has been delayed due to Covid surge.
- Equity Study: It is expected the study will begin March/April.

- Preparing for the 2022 Session: We are currently drafting bills for the 2022 session, which begins on February 9. Commissioner Kapoor has joined the Legislative meetings.

VIII. Executive Session:

N/A

IX. Vote on Executive session items:

N/A

X. Old Business

A discussion on availability analysis in goal achievements for AA plans was moved to the February 9 meeting.

XI. New Business:

N/A

XII. Announcement of Time and Date of Next Meeting

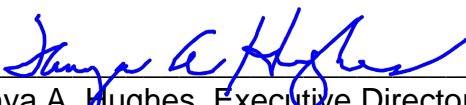
February 9, 2022, at 2:00 pm via Microsoft Teams

XIII. Adjournment

The meeting was adjourned by unanimous consent at 3:18 pm.

The minutes of the Regular Commission meeting dated **January 12, 2022** were approved on February 9, 2022.

Prepared by:



Tanya A. Hughes, Executive Director