

**State of Connecticut
Commission on Human Rights and Opportunities
Regular Commission Meeting
Legislative Office Building – Rm 1A
Hartford, CT 06106
Wednesday, June 11, 2014
2:00 P.M.**



**Minutes
Regular Commission Meeting**

Commissioners Present

Gary Collins, Chairman
Edward Mambruno, Secretary
Edith Pestana
Tracey Gove
Andrew Norton

Commissioners Absent

Dawn Niles

STAFF PRESENT

Tanya Hughes, Executive Director	
David Teed, Assistant Attorney General	Charlie Krich, Principal Atty.
Monica H. Richardson, Executive Secretary	Cheryl Sharp, Atty. III
Jim Flynn, Regional Mgr.	Alvin Bingham, Supervisor
Jim O'Neill, Legislative Liaison	Sue Hom, AA/CC
Donna Wilkerson Brilliant, Regional Mgr.	Neva Vigezzi, AA/CC

I. Chairperson: Gary H. Collins, Presiding

Chairperson Gary Collins convened the meeting at 2:01 p.m. He made brief remarks about Sarah Harris, the first African American to attend an integrated school in the US. She was from Connecticut. He made note about the settlement of the racial profiling case in East Haven. He also welcomed the new interns who will be working for the agency during the summer of 2014.

II. A motion to approve the April 9, 2104 Minutes from the Regular Commission meeting was made by Commissioner Gove. It was seconded by Commissioner Norton. The motion carried unanimously.

III. **Affirmative Action Recommendations – Vote Required:**

- A. Staff Recommendations: **Approved**
 - 1. Office of Governmental Accountability
 - 2. Department of Social Services
 - 3. Manchester Community College

Chairman Collins recognized all representatives from each agency by name and title and thanked them for attending. Alvin Bingham was called upon to present each plan.

A. Staff Recommendations (**Approved**)

(1) **Office of Governmental Accountability**

Representing the Agency was Shelby Brown, Executive Administrator and Joe Oleander.

The Affirmative Action plan of the Office of Governmental Accountability was recommended for approval based on compliance with the following: it contained all elements required. The work force considered as a whole and by occupational category is not at parity with the relevant labor market. The agency has not met all hiring goals. Promotion goals were not established in the prior filing because underutilization of race/sex groups is addressed via hiring goals. They demonstrated good faith efforts to achieve their goals. This agency has had one plan filed as an agency and it was approved in 2012.

There were no questions or comments from the Commissioners.

(2) **Department of Social Services**

Representing the Agency was Astrid Ferron Poole, Terri-Lynn Johnson, and Gilda Cordero.

The Department of Social Services plan was recommended for approval based on compliance with the following: it contained all elements required. The work force considered as whole was not at parity with the labor market area; the agency has not met all of its hiring goals. Promotion and program goals were met. They demonstrated good faith efforts to achieve their goals. The prior plan had no deficiencies. The five year history of the plan was 2009, 2010, 2011, 2012, 2013 the plans were approved.

There were no questions or comments from the Commissioners.

(3) **Manchester Community College**

Representing the agency were Dr.Gena Glickman and Gina Colucci.

The Manchester Community College plan was recommended for approval based on compliance with the following: it contained all the elements required; the work force considered as a whole was not at parity with the relevant labor market. The agency has not met all of its hiring goals. Promotion and program goals were met. They demonstrated good faith efforts to achieve their goals. The prior plan had no deficiencies. The five year history of the plan shows that it was

disapproved in 2009, 2010, 2011. The plan was approved in 2012-and conditionally approved in 2013.

QUESTION: Commissioner Collins asked, “Why the plan was conditionally approved in 2013?” He also asked for the total number of faculty?” Commissioner Norton asked, “Why such a low number (6) of hires in the course of a year?” Dr. Glickman stated that they have 500 employees, not including the adjuncts and that they wanted to “balance their faculty number with the number of students they have, while meeting a diversity goal next year.”

A motion was made by Commissioner Norton to accept the staff recommendations of the three plans, Office of Governmental Accountability, Department of Social Services, and Manchester Community College. The motion was seconded by Commissioner Pestana. The motion carried unanimously.

IV. Contract Compliance Requirements

Request for Exemption, University of Connecticut, the Common Application, Incorporated CHRO Attorney, Alix Simonetti.

Attorney Simonetti presented the recommendation on the above request.

QUESTION: Chair Collins asked, “Why don’t they have an EEO Statement and is this exemption time sensitive?” Commissioner Pestana cautioned that whatever decision the Commissioners make should not hinder the students’ application process.

Veronica Cook, Program Director for UCONN’s Supplier Diversity Program, read a letter from Common Application, Inc. affirming their non-discrimination certification.

A motion was made to grant the request for exemption by Commissioner Pestana and seconded by Commissioner Gove. The motion carried unanimously.

V. Division Reports

A. Executive Director’s Report, Tanya Hughes

The ED apologized for the cancellation of the May Commission meeting due to an electronic glitch with posting the agenda. The Executive Director announced that she decided to appoint Cheryl Sharp as the new Deputy Director of CHRO. Director Hughes read a few of the many accomplishments of the new Deputy Director, including Kid’s Court, the intern program, and numerous professional contributions to CHRO. Ms. Sharp was congratulated and applauded. Director Hughes went on to review the month’s production activities and other matters including the budget and the auditors who are currently reviewing CHRO affairs. She announced that we are on target for not only meeting our EEOC contract but we now expect to exceed that number. She informed the Commission that the new contract extension had been executed and CHRO has submitted the voucher for receipt of funds.

Director Hughes asked Jim Flynn to give an update on the CTS system. He explained that it will be going “live” with a full migration of information by September 1, 2014. An “all hands test” is currently in the works to eliminate any glitches before we go live. Chairman Collins commented on the tremendous effort made and thanked Jim and others for strides made to get the new CTS system operating.

Chair Collins addressed and welcomed the State auditors Gary Kriscenski and Mark Fortin. He asked that next month’s report show the aged cases and progress – track the data. He also asked for an update about CASE for the July Commission meeting.

Director Hughes asked that Alix Simonetti give a brief overview of CASE. She informed us that Phase 2 had been completed and they indicated they may not be presenting it to committees in the legislature or completing a third phase. No draft of the final phase has been seen and thus comments were not able to be made. Chair Collins emphasized that when the report is published that we make our comments clear to them, once again, and if possible have them included in the written portion that may be seen by the Legislature.

B. Outreach Report, Deputy Director Cheryl Sharp

This report was presented by CHRO’s new Deputy Director, Cheryl Sharp. She thanked all for the support and new position. She announced the winner of Kid’s Court was Olivia Phalen, a Wilton High School student. The symposium on the ‘N’ word will be postponed because more people wanted to be involved. A new date will be given at a later time. The Business Training Institute of CHRO is planning on using Webinars. Our next informational session will be in the Bridgeport region, on June 26, where Paul Gaynor is the acting regional manager.

C. Legislative Report, Jim O’Neill

A written report was provided to the Commissioners. Jim announced CHRO’s inclusion in the working group on Construction Contracting and Transparency which was established in the last legislative session. He indicated that the leadership and support for CHRO may look very different next year. This is based on the fact that Jerry Fox, House Chairman of Judiciary committee is going to Probate Court and Senator Coleman is in a contested primary.

A motion was made by Commissioner Mambruno and seconded by Commissioner Pestana to go into Executive session. Invited into Executive Session were ED Hughes, Attorney Cheryl Sharp, and AAG David Teed. The motion carried unanimously. At 3:10 p.m. the Commissioners went into Executive session.

VI. Executive Session

(Requires a two-thirds vote of Commissioner Present and Voting – staff and guests invited to attend must be noted.)

VII. Vote on Executive Session Items

The Commissioners returned from executive session at 3:35 p.m.

Reopening Request

(1) Augustine v Connecticut Transit, CHRO Case No. 113013

A motion was made by Commissioner Norton to grant the request for the reopening for the purpose of reviewing the complainant's timely filed request for reconsideration. It was seconded by Commissioner Pestana. The motion carried unanimously.

A motion was made by Commissioner Gove to amend the Agenda to vote to approve the appointment of Cheryl Sharp as the Deputy Director. It was seconded by Commissioner Norton.

The motion carried unanimously.

A motion was made by Commissioner Pestana to approve the appointment of the Deputy Director, Cheryl Sharp. It was seconded by Commissioner Mambruno. The vote carried unanimously.

IX. Adjournment

A motion to adjourn the meeting was made by Commissioner Pestana and seconded by Commissioner Norton. The vote to adjourn carried unanimously.

The meeting ended at 3:39 pm.