

**MINUTES OF THE REGULAR MEETING OF THE
COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES
LEGISLATIVE OFFICE BUILDING – ROOM 2D
HARTFORD, CT 06106
WEDNESDAY, MARCH 13, 2011
2:00 P.M.**

COMMISSIONERS PRESENT

Andrew Norton, Chairperson
Edward Mambruno, Secretary
Edith Pestana
Dawn Niles
Alexia E. Cruz
Cheryl Lynn Clarke

COMMISSIONERS ABSENT

Shelly Best
Patricia J. Wrice

STAFF PRESENT

Robert J. Brothers, Jr., Executive Director
James O'Neill, Legislative Regulations Specialist
David Teed, Assistant Attorney General
Margaret Peters, Secretary II

I. CHAIRPERSON

Chairperson Andrew Norton convened the March 13, 2011 regular monthly meeting of the Commission on Human Rights and Opportunities to order at 2:09 p.m.

II. SECRETARY

Commissioner Mambruno requested approval of the minutes of the February 9, 2011 regular Commission meeting. A motion was made by Commissioner Clarke to approve the February 9 minutes as presented and seconded by Commissioner Pestana.

A motion was made by Commissioner Niles to amend the minutes under Other Business to reflect that she advocated for a meeting with the Department of Public Works, Office of Policy and Management and a representative from the Governor's office regarding location of CHRO in Hartford to reunite the agency in one setting. Commissioner Pestana seconded the motion. The minutes are passed with the amendment to Other Business. All approved. The motion passed unanimously. Chairperson Norton did not vote on the motion.

III. OUTREACH REPORT

Attorney Cheryl Sharp from the Legal Division gave highlights of what is happening with education and outreach over the past month. A Fair Housing Seminar is coming up on April 6 in the LOB, Room 301. Notices of the Fair Housing Seminar are going out to many of the housing authorities across the state.

The documentary on Civil Rights which we created with students from Wesleyan University was shown on Feb. 20th at the University. Attorney Kim Jacobsen and Attorney Sharp attended. The showing was well attended and well received. We are in the process of editing the documentary so it can be used for training purposes.

We are participating in the Stand Against Racism, which is scheduled for April 29. All four regions have signed up to participate. Literature will be available soon; this event is sponsored by YWCA. There will be hundreds of sites throughout the state of CT that have signed up. The CHRO has four sites, which is very good.

IV. AFFIRMATIVE ACTION RECOMMENDATIONS – VOTE REQUIRED

A. Staff Recommendations: *Approvals*

1. Insurance Department
2. Department of Public Utility Control
3. Department of Revenue Services

Chairperson Norton requested a motion to alter the Agenda by changing the order of the Department of Revenue Services in the Affirmative Action Plan recommendation because the Commissioner of Revenue Services has a pressing engagement that requires his attendance. A motion was made by Commissioner Mambruno to approve the change and seconded by Commissioner Pestana. All approved. Chairperson Norton did not vote on the motion.

1. Department of Revenue Services

The Department of Revenue Services plan was recommended for approval based on compliance with the following: the plan contains all elements required; the agency has not met all or substantially all of its hiring and promotion goals, the agency has demonstrated every good faith effort to achieve such goals; and

the agency has substantially addressed deficiencies noted by the commission in prior plan reviews.

2. Department of Public Utility Control

The Department of Public Utility Control plan was recommended for approval based on compliance with the following: the plan contains all elements required; the workforce considered as whole and by occupational category, the agency has demonstrated every good faith effort to achieve such goals; and the agency had no deficiency elements in the previous plan reviews.

3. Insurance Department

The Insurance Department plan was recommended for approval based on compliance with the following: the plan contains all elements required; the workforce, considered as whole, the agency has demonstrated every good faith effort to achieve such goals; and the agency had no deficiency elements in the previous plan reviews.

Chairperson Norton requested a motion to accept staff recommendations for approval of the Affirmative Action Plans for the Insurance Department, Department of Public Utility Control and the Department of Revenue Services and that the agencies retain their annual filing status. Commissioner Clarke so moved and Commissioner Mambruno seconded. The motion passed unanimously. Chairperson Norton did not vote on the motion.

B. Staff Recommendations: **Disapproval**

1. Norwalk Community College

Norwalk Community College

The Norwalk Community College plan was recommended for disapproval based on the following: the workforce, considered as a whole and by occupational category, is not in parity with the relevant labor market area; the agency has not met all or substantially all of its hiring, promotion and program goals and the agency has not demonstrated every good faith effort to achieve such goals.

Chairperson Norton requested a motion to accept staff recommendation for disapproval of the Affirmative Action Plan for Norwalk Community College and that the agency retain semi-annual filing status.

A motion was made by Commissioner Clarke and seconded by Commissioner Pestana to accept staff recommendation for disapproval of the Norwalk Community College plan and that the agency retain its semi-annual filing status. The motion passed unanimously. Chairperson Norton did not vote on the motion.

A motion was made by Commissioner Niles and seconded by Commissioner Pestana to issue a certificate of noncompliance to Norwalk Community College. The motion passed unanimously. Chairperson Norton did not vote on the motion.

V. MEET THE REGIONAL MANAGERS

Tanya Hughes – Manager, Bridgeport Office

Ms. Hughes is Manager of Southwest Regional Office located in Bridgeport, Connecticut. Ms. Hughes has been with the Commission since 1994 and began as a Staff Attorney I. She was promoted to Regional Manager of the Bridgeport office in 1998.

Investigators are very diligent, very professional, very committed to the Commission and to the mission of the Commission, very committed to clientele we serve; they recognize that they hold an important position and they are very thorough in their investigations. In this past quarter we closed 188 cases.

Staff training with the Legal Division resulted in an increase in our productivity and the quality of our work has improved as a result of this training. We are doing everything we can to meet our statutory requirements.

VI. OTHER BUSINESS

Executive Director Brothers asked for a change in the Agenda to reflect that there are two (2) contract compliance exemptions which were handed out to the Commissioners; they should be reflected under other business and the request for a reopening which is under new business be moved to Executive Session.

Commissioner Niles made a motion to make this change and Commissioner Pestana seconded the motion. The motion passed unanimously. Chairperson Norton did not vote on the motion.

- A. Request for Exemption: UCONN Health Center Contract with Lecats Ventriloscope, LLC; Contract Renewal.

Commissioner Niles made a motion to table the request until the next Commissioner's meeting scheduled for April 13, 2011. Commissioner Mambruno seconded the motion. The motion passed unanimously. Chairperson Norton did not vote on the motion.

- B. Request for Exemption: University of Connecticut School of Pharmacy Contract with Avanstar Communications, Inc./CME2, Inc.

A motion was made by Commissioner Niles and seconded by Commissioner Mambruno to grant the Request for Exemption for University of Connecticut School of Pharmacy Contract with Avanstar Communications, Inc./CME2, Inc, the motion passed unanimously. Chairperson Norton did not vote on the motion.

VII. DIVISION REPORTS

- A. Legislative Report

Jim O'Neill stated that he provides the Commissioners with an updated legislative report on an ongoing basis. He also noted that he has been working in cooperation with the Governor's office, OPM and Appropriations Committee to raise bills we wanted through a separate committee other than Judiciary because of time conflicts. There are continuing negotiations with the Administration regarding changes to certain pieces of legislation.

- B. Executive Director's Report

Executive Director Brothers has been in communication with Dennis King of the Martin Luther King, Jr. Commission. We would like to have the MLK Commission work closely with CHRO in the future.

The agency is in communication with the Governor's staff concerning the Governor's proposal to move Affirmative Action to DAS. We are trying to resolve that issue to our satisfaction.

Executive Director Brothers raised concerns that we have not filled a position for our IT person who was in charge of computer troubleshooting and updating our complaint tracking system as well as a few other concerns.

Commissioner Cruz announced she was retiring from the Commission due to work-related issues; effective immediately.

VIII. EXECUTIVE SESSION

Chairperson Norton requested a motion to go into Executive Session. A motion was made by Commissioner Mambruno, seconded by Commissioner Clarke, to go into Executive Session. The motion passed unanimously. Chairperson Norton did not vote on the motion.

A. Reopening Requests

Recommendation to reopen Case No.: 0920140, Andrea Williams v. Community Action Committee of Danbury

B. Personnel Matters

IX. RETURN TO REGULAR SESSION

Returned to regular session at 4:50 p.m.

.A. Reopening Request

Case no.: 0920140, Andrea Williams v. Community Action Committee of Danbury

Chairperson Norton requested a motion to accept the recommendation from the Executive Director for approval of the reopening of Case No. 0920140, Andrea Williams v. Community Action Committee of Danbury due to an error in the Commission decision rejecting the request for reconsideration. Commissioner Mambruno moved and Commissioner Clarke seconded. The motion passed unanimously. The Case is reopened. Chairperson Norton did not vote on the motion.

B. Personnel Matters

There was no discussion concerning personnel matters.

X. ADJOURNMENT

There being no further business to come before the Commission, it was moved by Commissioner Pestana and seconded by Commissioner Clarke to adjourn the meeting at 4:52 p.m. The motion carried unanimously. Chairperson Norton did not vote.