



City of Middletown

## Memorandum

**To:** Ashley Flynn, Town Clerk

**From:** Faith M. Jackson, Director  
Office of Equal Opportunity and Diversity Management

**Date:** October 12, 2018

**Re:** *Affirmative Action Monitoring Committee Meeting Notice*

The Affirmative Action Monitoring Committee will be having its regularly scheduled meeting on Thursday, October 25<sup>th</sup> at 6:00 p.m. in Room 208.

If you require special accommodations for any meeting, please call the Senior Services Specialist at 860-638-4542, (voice) or 860-638-4812 (TDD/TTY), or the Town Clerk's Office at 860-638-4910.

Thank you.

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18 OCT 15 AM 2:03  
TOWN CLERK  
MIDDLETOWN, CONN.

**MEETING AGENDA**

City of Middletown  
Equal Opportunity and Diversity  
Management  
245 deKoven Dr.  
Middletown, CT 06457

Meeting Description: Affirmative Action Monitoring Committee

Date October 25, 2018 Time 6:00 to 7:00 P.M. Location 208

<u>Start Time:</u> _____	<u>Stop Time:</u> _____
<b>COMMISSION MEMBERS:</b>	
<input type="checkbox"/> Pat Alston	<u>Quorum:</u> Yes _____ No _____
<input type="checkbox"/> Rosa Browne, Chairperson	
<input type="checkbox"/> Edward Ford	
<input type="checkbox"/> Christine Sherwood	
<input type="checkbox"/> Vacancy	
<input type="checkbox"/> Faith Jackson, Staff, Director of Equal Opportunity and Diversity Management	
<input type="checkbox"/> Justin Richardson, Director of Human Resources	
<u>Call to Order</u>	
<u>Public Session</u>	
<u>Regular Meeting</u>	
➤ <u>ACTION ITEM:</u> Approve Meeting Minutes for April 25, 2018 Motion _____ 2 <sup>nd</sup> _____	
<u>Old Business:</u>	
➤ None	
<u>New Business:</u>	
➤ <u>Open Discussion:</u> 2017/2018 4 <sup>th</sup> Quarter and Year-End Report – Faith Jackson (handout)	
➤ <u>ACTION ITEM:</u> Approve 2019 Meeting Schedule Motion _____ 2 <sup>nd</sup> _____	
➤ <u>Open Discussion:</u> Vacancy Report – Justin Richardson	
➤ <u>Open Discussion:</u> Miscellaneous Articles	
➤ <u>Review:</u> 2018 Attendance	
<u>Announcements</u>	
➤ Notification of next meeting: January 24, 2019	
<u>Adjournment</u>	
C: Mayor Daniel Drew	