



City of Middletown

## Memorandum

**To:** Ashley Flynn, Town Clerk

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

**Date:** October 17, 2019

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

The Affirmative Action Monitoring Committee will be having its regularly scheduled meeting on Thursday, October 31<sup>st</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.

RECEIVED  
19 OCT 21 AM 10:22  
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 31, 2019 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	<b>Quorum:</b> 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	
<b><u>Call to Order</u></b>	
<b><u>Public Session</u></b>	
<b><u>Regular Meeting</u></b>	
➤ <b><u>ACTION ITEM:</u></b> Approve Meeting Minutes for April 25, 2019 Motion <u>2<sup>nd</sup></u>	
➤ <b><u>ACTION ITEM:</u></b> Approve Meeting Minutes for August 1, 2019 Motion <u>2<sup>nd</sup></u>	
<b><u>Old Business:</u></b>	
➤ None	
<b><u>New Business:</u></b>	
➤ <b><u>ACTION ITEM:</u></b> Approve 2020 Meeting Schedule Motion <u>2<sup>nd</sup></u>	
➤ <b><u>Open Discussion:</u></b> 2018-2019 3 <sup>rd</sup> Quarter – Faith Jackson	
➤ <b><u>Open Discussion:</u></b> Vacancy Report – Justin Richardson	
➤ <b><u>Open Discussion:</u></b> Committee Vacancy	
➤ <b><u>Open Discussion:</u></b> Miscellaneous Articles	
➤ <b><u>Review:</u></b> 2019 Attendance	
<b><u>Announcements</u></b>	
➤ <b>Notification of next meeting: January 23, 2019</b>	
<b><u>Adjournment</u></b>	
C: Mayor Daniel Drew	