



City of Middletown

Memorandum

To: Linda Bettencourt, Town Clerk

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

Date: July 15, 2016

Re: *Affirmative Action Monitoring Committee Meeting Notice*

The Affirmative Action Monitoring Committee will be having its regularly scheduled meeting on Thursday, July 28th 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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TOWN CLERK
MIDDLETOWN, CONN.

MEETING AGENDA

City of Middletown Human Relations Dept.

245 DeKoven Drive

Middletown, CT 06457

Meeting Description: Affirmative Action Monitoring Committee

Date July 28, 2016

Time 6:00 P.M.

Location 208

| | |
|---------------------------------------------------------------------------------------------------|-----------------------------------|
| Start Time: _____ | Stop Time: _____ |
| COMMISSION MEMBERS: | |
| <input type="checkbox"/> Pat Alston | Quorum: Yes _____ No _____ |
| <input type="checkbox"/> Rosa Browne, Chairperson | |
| <input type="checkbox"/> Alicia Moody | |
| <input type="checkbox"/> Christine Sherwood | |
| <input type="checkbox"/> Vacancy | |
| <input type="checkbox"/> Faith Jackson, Director of Human Relations | |
| <input type="checkbox"/> Kathleen Morey, Director of Human Resources/ Brig Smith, General Counsel | |
| <u>Call to Order</u> | |
| Welcome new committee member Christine Sherwood | |
| <u>Public Session</u> | |
| <u>Regular Meeting</u> | |
| ➤ <u>ACTION ITEM:</u> Meeting Minutes for April 28, 2016 Motion _____ 2 nd | |
| <u>Old Business:</u> | |
| ➤ <u>Open Discussion:</u> Committee Vacancy | |
| <u>New Business:</u> | |
| ➤ <u>Open Discussion:</u> 2015/2016 3 rd Quarter Report - Faith Jackson | |
| ➤ <u>Open Discussion:</u> Revision to Employment Requisition Form - Faith Jackson | |
| ➤ <u>Open Discussion:</u> Miscellaneous Articles | |
| ➤ <u>Review:</u> 2016 Attendance | |
| <u>Announcements</u> | |
| ➤ Notification of next meeting: October 27, 2016 | |
| <u>Adjournment</u> | |
| C: Mayor Daniel Drew | |

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