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MICHELLE KRAMPITZ
TOWN CLERK
GLASTONBURY CT

Human Relations Commission Meeting
November 10, 2020
Minutes

The meeting was called to order at 6:07. Present: Roberta Swafford, Leslie Ohta, Sherri Tanguay, Lori LaCapra, David O'Connor

1. Approval of Minutes of September 28, 2020. The minutes were approved with one abstention.
2. Recruitment Report. Sherri presented a new format for tracking job applications that provides significant detail on race, disability and veteran status. A sizeable number of diverse applicants applied for some positions though gender diversity for highway vacancies remains a challenge. Sherri explained that the job specifications for that position are physically challenging, including the requirement of an ability to lift 75 pounds. She also noted that the town has engaged WorkplaceDiversity.com to provide daily online outreach to disabled, veteran, ethnic/racial minority and LGBTQ applicants. Her department also sends open position notices to Easter Seals of Capitol Regain & Eastern Connecticut, San Juan Center, Community Renewal Team, Inc. and Habitat for Humanity. Plans to add a number of other organizations to this list are underway, including Urban League of Greater Hartford, NAACP, and Goodwin College.
3. Youth and Family Services Report. Lori reviewed her report of activities during the past month. She added that the impact of COVID fatigue on students has been considerable and, as a result, the number of referrals has been heavy. She has developed newsletters for parents and students on coping mechanisms.
4. Chairperson's Report.
 1. Affordable housing. Roberta has contacted Neil J. Griffin, Executive Director of the Housing Authority, to discuss resuming attendance at HRC meetings by a representative of the HA as the Commission has responsibility in this area.
 2. Ethics training. Roberta raised the issue of periodic ethics training for Commission members. Sherri will follow up.
5. New Business.
 1. Discussion on the Affirmative Action Plan was postponed. Given the significant gap between the original plan and Leslie's proposed plan, Members welcomed Sherri's suggestion to hire a manpower/human resources consultant to provide recommendations.
 2. The following meeting schedule for 2021 was approved:
 - Tuesday, March 2. Snow date March 4
 - Tuesday, June 1
 - Tuesday, September 7
 - Tuesday November 9. Snow date November 11.
6. The meeting was adjourned at 7:04.

Respectfully submitted by David O'Connor