



City of Middletown

Memorandum

To: Ashley Flynn-Natale, Town Clerk

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

Date: August 19, 2021

Re: *Affirmative Action Monitoring Committee Meeting Notice*

The Affirmative Action Monitoring Committee will be having its regularly scheduled meeting on Thursday, August 26th at 6:00 p.m. via Webex.

WebEx.com – Join a Meeting – Event # 1799 11 7724 – Password n3fCWKJmW22
Dial 1-408-418-9388 – Access Code 1799 11 7724

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.

MEETING AGENDA

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

WebEx.com – Join a Meeting – Event # 1799 11 7724 – Password n3fCWKJmW22
Dial 1-408-418-9388 – Access Code 1799 11 7724

Meeting Description: Affirmative Action Monitoring Committee

Date August 26, 2021 Time 6:00 to 7:00 P.M. Location Webex

<u>Start Time:</u> _____	<u>Stop Time:</u> _____
COMMISSION MEMBERS:	
<input type="checkbox"/> Pat Alston	<u>Quorum:</u> Yes _____ No _____
<input type="checkbox"/> Rosa Browne, Chairperson	
<input type="checkbox"/> Laurie Palmer	
<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 Agenda for August 26, 2021 Motion _____ 2 nd _____	
➤ <u>ACTION ITEM:</u> Approve Meeting Minutes for April 22, 2021 Motion _____ 2 nd _____	
<u>Old Business:</u>	
➤ None	
<u>New Business:</u>	
➤ <u>Open Discussion:</u> 2020-2021 3 rd Quarter Report – Faith Jackson	
➤ <u>Open Discussion:</u> General Recruitment Procedures and General Instructions for Oral Examiners – Justin Richardson	
➤ <u>Open Discussion:</u> Vacancy Report – Justin Richardson	
➤ <u>Review:</u> 2021 Attendance	
<u>Announcements</u>	
➤ Notification of next meeting: October 28, 2021	
<u>Adjournment</u>	
C: Mayor Benjamin Florsheim	