



City of Middletown

## Memorandum

**To:** Ashley Flynn-Natale, Town Clerk

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

**Date:** April 17, 2023

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

Please be advised that the next regularly scheduled meeting of the Affirmative Action Monitoring Committee will be held on **Thursday, April 27, 2023 at 6:00 p.m. via WebEx.**

**WebEx.com – Join a Meeting – Event # 2332 2461418 – Password Pwm7h8bFJ8P**

**Dial 1-408-418-9388 – Access Code 2332 2461418**

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 # 2332 246 1418 – Password Pwm7h8bFJ8P  
Dial 1-408-418-9388 – Access Code 2332 246 1418

Meeting Description: Affirmative Action Monitoring Committee

Date April 27, 2023 Time 6:00 to 7:00 P.M. Location Webex

|   |                                   |
|---|-----------------------------------|
| <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"/> Laurie Palmer  |                                   |
| <input type="checkbox"/> Vacancy  |                                   |
| <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 April 27, 2023 Motion _____ 2 <sup>nd</sup> _____    |                                   |
| ➤ <u>ACTION ITEM:</u> Approve Meeting Minutes for October 27, 2022 Motion _____ 2 <sup>nd</sup> _____ |                                   |
| ➤ <u>Review:</u> Review Informal Meeting Minutes for January 26, 2023                                 |                                   |
| <u>Old Business:</u>  |                                   |
| ➤ <u>Open Discussion:</u> Committee Vacancies   |                                   |
| <u>New Business:</u>  |                                   |
| ➤ <u>Open Discussion:</u> 2022-2023 1 <sup>st</sup> Quarter Report – Faith Jackson                    |                                   |
| ➤ <u>Open Discussion:</u> 2022-2023 2 <sup>nd</sup> Quarter Report – Faith Jackson                    |                                   |
| ➤ <u>Open Discussion:</u> Vacancy Report – Justin Richardson  |                                   |
| ➤ <u>Review:</u> Miscellaneous Articles   |                                   |
| ➤ <u>Review:</u> 2023 Attendance  |                                   |
| <u>Announcements</u>  |                                   |
| ➤ <b>Notification of next meeting: July 27, 2023</b>  |                                   |
| <u>Adjournment</u>  |                                   |
| C: Mayor Benjamin Florsheim   |                                   |