



DRAFT MEETING TRANSCRIPTION

Personnel Committee

Special Meeting

May 21, 2020 at 9:00 a.m.
via teleconference

Committee Members: Wilfred Blanchette, Jr., Chair of the Personnel Committee; Margaret Morton; and Michael Thompson (all via teleconference).

Board Members: Robert Simmelkjaer, Board Chair (via teleconference).

Staff Members: Greg Smith, President & CEO; Jodi Ketchale; Matthew Stone; and Annmarie Daigle.

I. Welcome:

(W. Blanchette): Good morning, this is Will Blanchette. I would like to call the Special Meeting of the Personnel Committee to order at 9:05 a.m. I would like to ask Matt to take us through the protocol for conducting this meeting.

(M. Stone): Thank you. This is Matt Stone, General Counsel for the Lottery, just a reminder that we are operating under Governor Lamont's Executive Order regarding public access to meetings. This meeting is being recorded, audio only, as there is no in person attendance. We will post the recording transcript on our website after the meeting, per public meeting requirements. We have the public on a different phone line listening in, and that phone line will be taken out of the room during Executive Session and then brought back into the room after Executive Session. We ask that everyone identify themselves by name each time they speak, this is particularly important for Board members when making motions, seconding motions, voting or abstaining, so that the public knows who is speaking. That is it for now, thank you.

(W. Blanchette): Thank you, Matt. I would like to begin the meeting by welcoming our new Board Chairman, Rob Simmelkjaer.

(R. Simmelkjaer): Thank you. I am happy to be on board as a listener for this and other committee meetings and I really look forward to meeting everyone as soon as it is practical and to working with all of you.

(W. Blanchette): Thank you, and welcome.

II. Approval of the April 1, 2020 Personnel Committee Meeting Minutes:

(W. Blanchette): The first item on the agenda is to approve the minutes of the April 1, 2020 Personnel Committee.

(M. Thompson): So moved. This is Michael Thompson.

(M. Morton): Second, Peg Morton.

(W. Blanchette): Moved and seconded, all those in favor of approving the minutes please signify by saying 'Aye'.

(All): Aye.

(W. Blanchette): Any opposed? Abstentions? Hearing none, the vote is unanimous.

III. Review and Discussion of Tuition Reimbursement Policy:

(W. Blanchette): Next item is the Review and Discussion of Tuition Reimbursement Policy. You all should have the latest copy that Greg has provided. Is there any discussion?

(G. Smith): This is Greg. From the discussion and recommendations from the prior meeting, we applied these few edits to the document. It not only captured the requests but also strengthened the document with few other additions that were done. I think we are in a good position with this, and while we don't typically have a formal approval of the policies, they generally are accepted by the Personnel Committee, we want to make sure to bring this back to you again based on the request to strengthen that one reimbursement feature.

(W. Blanchette): This is Will Blanchette. I think that the document reflects accurately everything that we spoke about and all the wishes that the members of the Personnel Committee had offered. I thank you and I thank whoever the author was.

(G. Smith): That was our Director of HR, Jodi Ketchale, she did a great job with it.

(W. Blanchette): Did you want us to formally approve it?

(G. Smith): This is Greg. I think we will keep with the prior practice of accepting the policy by the Committee so to mirror what has been done in past years.

(W. Blanchette): This is Will Blanchette, does anyone have any further comments on this before we put it aside? Hearing none, we can go into Executive Session.

IV. Executive Session:

a. Discussion of Draft Compensation Plan

(W. Blanchette): I'd like a motion to go into Executive Session.

(M. Morton): So moved. Peg Morton.

(M. Thompson): I'll second, Michael Thompson.

(W. Blanchette): All those in favor?

(All): Aye.

(W. Blanchette): It is 9:10 a.m. and we are in Executive Session. I'd like to ask Greg to remove the public phone.

(G. Smith): This is Greg Smith. We are going to take the public phone line out of the room now and will bring it back in when we come out of Executive Session. If the Committee agrees, I am going to ask Jodi Ketchale and Matt Stone to stay for Executive Session to aid in this discussion.

(W. Blanchette): This is Will Blanchette. We are back in public session at 9:31 a.m. and I'd like to confirm that no votes or actions were taken during Executive Session.

With that being said, the Committee would like to recommend to the Board to approve the Draft Compensation Plan as presented. Greg will you please state the recommendation for us?

(G. Smith): This is Greg.

Resolved, the Personnel Committee of the CLC Board of Directors hereby recommends to the Board of Directors to approve the Draft Management Compensation Plan as presented with the edits related to performance that does not meet standards in component one and to include language in component two that any payments are non-pensionable and do not increase base pay ongoing.

(M. Thompson): So moved. Michael Thompson.

(M. Morton): Second, Peg Morton.

(W. Blanchette): Thank you. So moved and seconded to recommend to the Board the acceptance of the Management Compensation Plan. All those in favor, signify by saying 'Aye'.

(All): Aye.

(W. Blanchette): Any opposed? So voted and approved.

(M. Morton): I would like to welcome our new Chairperson and thank you for being on this call. I look forward to working with you.

(R. Simmelkjaer): Thank you very much. I appreciate it and look forward to it as well.

(G. Smith): Mr. Blanchette, one last comment before adjourning. Typically in the spring we present to the Personnel Committee our Affirmative Action Plan for review. This document is updated annually and due to a transition with new hires in our Human Resources office and some impact with the pandemic, we now have that plan ready and we will be sending it to you. Rather than having the Committee try to read it before the meeting today, we will bring it forward to you to read and review for the next Personnel Committee meeting.

(W. Blanchette): Thank you, Greg. Do we have a dedicated Affirmative Action Officer or is it just part of the HR function?

(G. Smith): Since I've been here it's been part of the HR function with a few people focused on it. With the transitions, it's been more of a group effort in the last year and a half than a singular person dedicated to it.

(W. Blanchette): The only reason I ask is that many of the traditional state agencies have a dedicated person and I was wondering if there was a formula that requires a dedicated person when you get to a certain number of employees or other criteria. Could someone look that up and let me know?

(G. Smith): We absolutely will.

V. Adjournment:

If there is no further business to come before the Committee, I'd like to entertain a motion to adjourn.

(M. Morton): I move to adjourn, Peg Morton.

(M. Thompson): Second, Michael Thompson.

(W. Blanchette): All in favor?

(All): Aye.

(W. Blanchette): Thank you all, we are adjourned at 9:38 a.m.

Respectfully submitted,

Matthew Stone
Corporate Secretary
Connecticut Lottery Corporation