



**DRAFT**

**Meeting Minutes  
Personnel Committee  
Special Meeting**

April 22, 2025 2:00 p.m.

Connecticut Lottery Corporation  
15 Sterling Drive, Wallingford, CT 06492  
Via teleconference

Committee Members: Wilfred Blanchette, Jr., Chair of the Personnel Committee; Michael Cicchetti; Ajay Gupta; James Heckman; and Margaret Morton (all via teleconference).

Staff Members: Frank Suarez, President & CEO; Melissa Durso; Jodi Ganzer; Irena Baj-Wright; and Annmarie Daigle.

I. Welcome:

Mr. Blanchette called the meeting to order at 2:00 p.m.

II. Approval of the June 6, 2024 Personnel Committee Meeting Minutes:

On a motion by Mr. Blanchette and seconded by Mr. Heckman, the minutes of the June 6, 2024 Personnel Committee were approved with Ms. Morton abstaining as she was not in attendance.

III. Review of Draft 2024 Affirmative Action Plan:

Ms. Baj-Wright, Human Resources Manager, provided an overview of the Affirmative Action plan and hiring activity for calendar year 2024. She indicated that for 2024 CLC's full time workforce comprised of approximately 50:50 female to male. She also noted that CLC always keeps diversity, equity and inclusion in the forefront when hiring.

IV. Policy Review

Ms. Ganzer, Director of Human Resources, gave an overview of the new CLC dress code. She indicated that the dress code policy that was updated to provide a professional look, particularly to those that are customer facing. After COVID there seemed to be a decline in professionalism with athleisure wear becoming the attire of choice. President and CEO, Frank Suarez indicated that we want to make sure that a professional office environment is portrayed.

V. Executive Session:

On a motion by Ms. Morton, seconded by Mr. Gupta, and unanimously approved, the Committee entered Executive Session at 2:09 p.m. to discuss:

a. Discussion of Personnel Matter

All CLC Staff present attended Executive Session, except for Ms. Baj-Wright, who left the meeting at this time.

VI. Discussion and Action, if any, on Items Discussed in Executive Session:

The Committee returned to public session at 2:24 p.m. with Mr. Blanchette stating that no votes or actions took place during Executive Session.

VII. Adjournment:

On a motion by Mr. Gupta, seconded by Ms. Morton, and unanimously approved, the meeting adjourned at 2:25 p.m.

Respectfully submitted,

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Melissa Durso  
Corporate Secretary  
Connecticut Lottery Corporation