

Minutes
Public Service and Trust Implementation
Diversity in the Branch Workplace Committee
November 20, 2008

The Diversity in the Branch Workforce Committee of the Public Service and Trust Commission met in the 4th floor conference room at 90 Washington Street on November 20, 2008 at 1:30 p.m.

Those in attendance:

Linda A. Dow, Counsel, Human Resource Management (Chair)
Eileen F. Meehan, Personnel Manager, Human Resource Management
Maria R. Kewer, Personnel Manager, Superior Court Operations
Eileen L. Finn, Deputy Director, Information Technology Division
Hilda Nieves, Regional Manager, Adult Probation and Bail
Robyn N. Oliver, Program Manager, Volunteer and Intern Program
Adam P. Mauriello, Counsel, Legal Services

The meeting was called to order at 1:45 by Linda Dow.

The first agenda item was the review and approval of the meeting minutes from November 5, 2008. The minutes were accepted as submitted.

Eileen Meehan presented an analysis of demographic data for the Judicial Branch workforce compared to the population being served. There were no significant variations in any racial designation indicated through this comparison. Based on the available data, the Judicial Branch workforce overall is representative of the population it serves.

The committee discussed the data available and how to best utilize the information to make recommendations to the Chief Court Administrator. Linda Dow reviewed the committee charge in order to determine how the committee will proceed when presenting their findings. After lengthy discussion, the committee agreed to focus on assembling additional data on CSSD job classifications and data by Judicial District from Court Operations. This data will be analyzed and summarized along with the analysis referred to in paragraph five to provide an overview of the current trends in the workforce population as compared to the clients it serves.

The committee briefly reviewed the timeline for presenting their analysis and recommendations to the Chief Court Administrator. It was agreed to move forward with the information gathered and report what that data demonstrates. Eileen Meehan will review additional figures from Court Operations and CSSD and provide her findings to committee members by the middle of next week.

Members were asked to assess this data and be prepared to present a final analysis at the next committee meeting.

Next, the committee discussed the current recruitment efforts in place and how to possibly improve/expand these efforts. The suggestion was made to interface with the Judicial Branch Diversity Committee to make use of job fairs and community education to recruit an applicant pool that will best meet the needs of the clients the Branch will serve.

At the conclusion of the meeting, the members agreed to concentrate their efforts on working with the overall figures collected and reviewed, and data from Court Operations and CSSD to make a final comparison and analysis.

The next meeting is scheduled for Wednesday, December 3, 2008 at 1:30 p.m. in the 4th floor conference room at 90 Washington Street, Hartford, CT.

The meeting adjourned at 3:00.