



March 11, 2015

The Honorable Dannel P. Malloy Governor State of Connecticut Executive Chambers State Capitol Hartford, CT 06106

RE: Connecticut General Statutes, Section 1-123(a) and

Connecticut General Statutes, Section 22a-268e

Materials Innovation and Recycling Authority - Annual Report Requirements - Fiscal Year 2014

Dear Governor Malloy:

Attached herewith is information submitted to meet the Materials Innovation and Recycling Authority's (the "Authority") fiscal year 2014 Annual Report requirements under Sections 1-123(a) and 22a-268e of the Connecticut General Statutes ("CGS"). Also enclosed is the Authority's Comprehensive Annual Financial Report ("CAFR"), which contains our Annual Financial Report for the Year Ended June 30, 2014 and Independent Auditor's Report (the "Audit").

The Authority was created as successor to the Connecticut Resources Recovery Authority (CRRA) by the State of Connecticut (the "State") under Public Act 14-94. Effective June 6, 2014, the Authority assumed control over all of CRRA's assets, rights, duties, and obligations and it now continues CRRA's ongoing business. Considering the nature and scope of the Authority's designation as CRRA's successor, the Authority's Fiscal Year 2014 financial statements reflect all operating and non-operating revenues and expenses for the period ending June 30, 2014, and all assets, liabilities and the net position of the Authority as of June 30, 2014, including all financial and operating activities of CRRA undertaken during this period prior to assumption by the Authority. The Authority's Comprehensive Annual Financial Report includes additional information on its designation as CRRA's successor.

The Authority is comprised of separate and distinct, comprehensive solid waste disposal project systems located throughout the State. Therefore, the Statute requirements are reported separately for each project.

| Required Submission under CGS Section 1-123(a):                                       | Item # |
|---|--------|
| (1) A list of all bond issues for the preceding fiscal year, including, for each such |        |
| issue, the financial advisor and underwriters, whether the issue was competitive,     | 1      |
| negotiated or privately placed, and the issue's face value and net proceeds;          |        |
| (2) A list of all projects other than those pertaining to owner-occupied housing or   |        |
| student loans receiving financial assistance during the preceding fiscal year,        | 2      |
| including each project's purpose, location, and the amount of funds provided by the   |        |
| agency;   |        |
| (3) A list of all outside individuals and firms receiving in excess of five thousand  |        |
| dollars in the form of loans, grants or payments for services, except for individuals | 3      |
| receiving loans for owner-occupied housing and education;                             |        |
| (4) A balance sheet showing all revenues and expenditures;                            | 4      |
| (5) the cumulative value of all bonds issued, the value of outstanding bonds, and the | 5      |
| amount of the state's contingent liability;   |        |
| (6) The affirmative action policy statement, a description of the composition of the  |        |
| agency's work force by race, sex, and occupation and a description of the agency's    | 6      |
| affirmative action efforts; and   |        |
| (7) A description of planned activities for the current fiscal year.                  | 7      |

| Required Submission under CGS Section 22a-268e:                                       |   |
|---|---|
| A description of efforts to mitigate the effects of Authority-Enron-Connecticut Light | 8 |
| and Power Company transaction.  |   |

Please contact me if you have any questions or concerns regarding this submission.

Best Regards,

Thomas D. Kirk

Tophin

President

Enclosure: Fiscal Year 2014 CAFR

State Auditors of Public Accounts cc:

Legislative Program Review and Investigations Committee (2 copies)

General Assembly's Joint Standing Committee for Finance, Revenue and Bonding

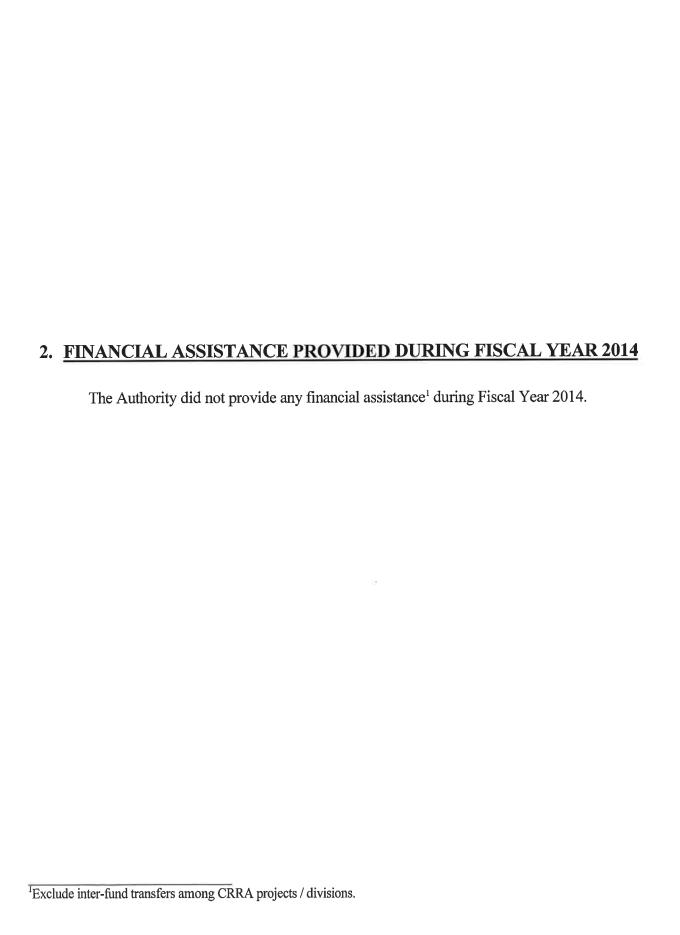
Mark Daley, Chief Financial Officer (w/o enclosure)

Laurie Hunt, Esq., Director of Legal Services (w/o enclosure)

Deepa Krishna, Manager of Accounting and Financial Reporting (w/o enclosure)

### 1. BONDS ISSUED DURING FISCAL YEAR 2014

No bonds were issued by the Authority during fiscal year 2014.



| 3. VENDORS PAID \$5,000 OR MORE DUI | RING FISCAL YEAR 2014 |
|-------------------------------------|-----------------------|
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**GRAINGER** 

**GRANBY TOWN OF** 

SANTA BUCKLEY ENERGY INC

CITY OF HARTFORD TREASURER

CITY OF HARTFORD - ENV PRGMS DIV

TOWN OF MANCHESTER

HARTFORD SPRINKLER CO INC

URS CORPORATION

HRP ASSOCIATES INC

COHN BIRNBAUM & SHEA

METTLER TOLEDO INC

KAINEN ESCALERA & MCHALE PC

NIRO LANDSCAPE CONTRACTORS INC

CONN COMMUNITY PROVIDERS ASSOC

KNAPP ENGINEERING PC

GERSHMAN BRICKNER BRATTON INC

SIR SPEEDY PRINTING BLOOMFILED

SALISBURY TOWN OF

ISO NEW ENGLAND INC

MCCARTER & ENGLISH LLP

USDA WILDLIFE SERVICES

ADP INC

FRANKSON FENCE COMPANY

ENVIRONMENTAL CAPITAL LLC

GZA GEOENVIRONMENTAL

OFFICEMAX - CONTRACT INC.

**MDC** 

PITNEY BOWES

SCS FIELD SERVCES

AMERICAN EXPRESS TRAVEL RELATED

**SERVICES** 

PRIMARY LANDSCAPING, LLC

**CERIDIAN** 

PITNEY BOWES POSTAGE BY MAIL

AMERITAS LIFE INSURANCE CORP

CITY CARTING INC

WHEELABRATOR TECHNOLOGIES INC.

AON RISK SERVICES INC OF WASHINGTON DC/

THE WALKER GROUP

C K ENVIRONMENTAL INC

SCHINDLER ELEVATOR CORPORATION

COPES RUBBISH REMOVAL

LEGGETTE, BRASHEARS & GRAHAM, INC.

LINIUM STAFFING SERVICES

NEW ENGLAND MASONRY & ROOFING CO.

CONNECTICARE, INC.

TOWN OF AVON

TOWN OF BLOOMFIELD

TOWN OF COVENTRY

TOWN OF HADDAM

TOWN OF MARLBOROUGH

CITY OF HARTFORD

TOWN OF PORTLAND

TOWN OF SUFFIELD

TOWN OF PRESTON

SUMMIT HANDLING SYSTEMS, INC.

**DIVERSIFIED TECHNOLOGY CONSULTANTS** 

E. T. & L. CORPORATION

PULLMAN AND COMLEY LLC

REGIONAL REFUSE DISPOSAL DISTRICT ONE

ING LIFE INSURANCE AND ANNUITY CO.

LINCOLN NATIONAL LIFE INSURANCE CO

DIME OIL COMPANY

SHELL FLEET PLUS

TOWN OF SIMSBURY

SOUTHERN CONNECTICUT GAS CO

SOUTHEASTERN CT REG RESOURCES RECOV

**AUTH** 

PSC ENVIRONMENTAL SERVICES, INC.

BOLLAM, SHEEDY, TORANI AND CO. LLP, CPA

SONITROL SECURITY SYSTEMS HTFD INC

BEEBE LANDSCAPE SERVICE, INC.

AT&T

**US BANK** 

MCELROY, DEUTSCH, MULVANEY &

TOWN OF STRATFORD

FORTISTAR METHANE GROUP LLC

WASTE MANAGEMENT OF MASSACHUSETTS,

INC.

**OREILLY TALBOT & OKUN** 

BLUE RIVER ENGINEERING, LLC

SNI COMPANIES

CRRA PROPERTY DIVISION

**METLIFE - GROUP BENEFITS** 

TRC LOCKBOX

UNITED ILLUMINATING COMPANY

NAES CORPORATION

PROJECT MANAGEMENT ASSOCIATES, LLC

INTE-STATE FORD TRUCK SALES, INC.

CONNECTICUT LIGHT & POWER COMPANY

PEOPLES UNITED INSURANCE AGENCY

**VERIZON BUSINESS** 

T & T COMPLETE LANDSCAPING

METROPOLITAN LIFE INSURANCE COMPANY

SYSTEMS CONTROL DIVISION

LA CAPRA ASSOCIATES, INC.

WHEELABRATOR BRIDGEPORT LP

MELICK & PORTER, LLP

SOVEREIGN CONSULTING INC.

GROUNDWATER & ENVIRONMENTAL

SERVICES, IN

FACILITY SUPPORT SERVICES, LLC

ARCADIS U.S., INC.

BROWN RUDNICK BERLACK ISRAELS LLP

PHOENIX SOIL LLC

WASTE TECH FAMILY REFUSE LLC

LASKO LANDCAPING, LLC

WAGEWORKS, INC.

MARTIN LAVIERO CONTRACTOR, INC.

SAX - BST, LLP

TRADEBE ENVIRONMENTAL SERVICES, LLC

**CSIT GROUP** 

B G MECHANICAL SERVICE INC

DELL MARKETING LP

**GRANT THORNTON LLP** 

VAN HORST GENERAL CONTRACTORS LLC

COVANTA PROJECTS OF WALLINGFORD

SEBBENS LAWN SERVICE

A J BELLIVEAU RAILROAD CONSTRUCTION INC

WATERTOWN TOWN OF

THOMSON REUTERS - WEST GROUP

AQUARION WATER COMPANY

EPICOR SOFTWARE CORPORATION

**CDW GOVERNMENT INC** 

CL&P

RYAN BUSINESS SYSTEMS INC

**CANTON TOWN OF** 

CAPITOL CLEANING CONTRACTORS INC

HALLORAN AND SAGE LLP

HORTON INTERNATIONAL LLC

CENTRAL PARKING SYSTEM

TOWN OF HARWINTON

TOWN OF TORRINGTON

TOWN OF CLINTON

TOWN OF EAST HAMPTON

TOWN OF EAST HARTFORD

TOWN OF ELLINGTON

TOWN OF ENFIELD

TOWN OF ESSEX COLLECTOR

TOWN OF FARMINGTON

TOWN OF GLASTONBURY

TOWN OF KILLINGWORTH

TOWN OF MIDDLEBURY

**BOROUGH OF NAUGATUCK** 

TOWN OF NEWINGTON

TOWN OF OLD SAYBROOK

TOWN OF OXFORD

TOWN OF ROCKY HILL

TOWN OF SOUTHBURY

TOWN OF SOUTH WINDSOR

TOWN OF VERNON

WEST HARTFORD TOWN OF

TOWN OF WETHERSFIELD

TOWN OF WOODBURY

SIGNATURE MARKETING, LLC

AERIAL PHOTOGRAPHY BY DON COUTURE,

LLC

CONN NATURAL GAS CORPORATION

IRON MOUNTAIN INCORPORATED

AMERICAN ARBITRATION ASSOC

STATE OF CONN DEPT OF CONSUMER

NEWINGTON ELECTRIC COMPANY INC

BOTTICELLO INC

**VERIZON WIRELESS** 

CT STATE OF DEPARTMENT OF ENERGY

FIDELITY INVESTMENTS

EAST GRANBY TOWN OF
BANK OF AMERICA
MICHAEL I. HOLZMAN dba
FUSS AND ONEILL INC
CWPM LLC
COVANTA SOUTHEASTERN CT
NEXTERA ENERGY POWER MARKETING, LLC
CHARTIS SPECIALTY INSURANCE COMPANY
FCR INC
COMM REVENUE SERVICES, ST OF CT

| 4. FINANCIAL STATEMENTS AS OF JUNE 30, 2014 |
|---|
|   |
|   |
|   |

### MATERIALS INNOVATION AND RECYCLING AUTHORITY

EXHIBIT I Page 1 of 2

### A Component Unit of the State of Connecticut STATEMENT OF NET POSITION AS OF JUNE 30, 2014 AND JUNE 30, 2013 (Dollars in Thousands)

| ASSETS                                 |      | 2014    | 1  | 2013<br>Restated |
|--|------|---------|----|------------------|
| CURRENT ASSETS                         |      |         | -  |                  |
| Unrestricted Assets:                   |      |         |    |                  |
| Cash and cash equivalents              | \$   | 58,827  | \$ | 87,559           |
| Accounts receivable, net of allowances |      | 14,058  |    | 17,073           |
| Inventory                              |      | 6,069   |    | 6,544            |
| Prepaid expenses                       |      | 2,328   |    | 355              |
| Total Unrestricted Assets              |      | 81,282  | -  | 111,531          |
| Restricted Assets:                     |      |         |    |                  |
| Cash and cash equivalents              | *    | 2,694   |    | 6,705            |
| Total Restricted Assets                | **** | 2,694   |    | 6,705            |
| TOTAL CURRENT ASSETS                   |      | 83,976  |    | 118,236          |
| NON-CURRENT ASSETS                     |      |         |    |                  |
| Restricted Investments                 |      | ĕ       |    | 8,184            |
| Capital Assets:                        |      |         |    |                  |
| Depreciable, net                       |      | 79,068  |    | 84,517           |
| Nondepreciable                         |      | 31,407  |    | 30,342           |
| Development costs, net                 |      | 784     |    | 1,177            |
| TOTAL NON-CURRENT ASSETS               | -    | 111,259 |    | 124,220          |
| TOTAL ASSETS                           | \$   | 195,235 | \$ | 242,456          |

The accompanying notes are an integral part of these financial statements

### MATERIALS INNOVATION AND RECYCLING AUTHORITY

EXHIBIT I Page 2 of 2

### A Component Unit of the State of Connecticut STATEMENT OF NET POSITION (Continued) AS OF JUNE 30, 2014 AND JUNE 30, 2013 (Dollars in Thousands)

|   | 2014                    | 2013<br>Restated |
|---|-------------------------|------------------|
| LIABILITIES, DEFERRED INFLOW OF RESOURCES AND NET POSIT                                 | ION                     |                  |
| CURRENT LIABILITIES   |                         |                  |
| Payable from unrestricted assets:   |                         |                  |
| Closure and post-closure care of landfills  | 43                      | 14,214           |
| Accounts payable  | 4,740<br>8,498          | 4,311<br>11,430  |
| Accorded expenses and other current liabilities  Total payable from unrestricted assets | 13,281                  | 29,955           |
|   |                         |                  |
| Payable from restricted assets:   | 12                      | 33               |
| Accounts payable Accounted expenses and other current liabilities                       | 4,096                   | 2,837            |
| Total payable from restricted assets  | 4,096                   | 2.870            |
| TOTAL CURRENT LIABILITIES   | 17,377                  | 32,825           |
| LONG-TERM LIABILITIES   |                         |                  |
|   |                         |                  |
| Payable from unrestricted assets:   | 721                     | 27,695           |
| Post-closure care of landfills  | 3,500                   | 3,500            |
| Other liabilities  Total payable from unrestricted assets                               | 3,500                   | 31.195           |
| total payable from all conference access  |                         |                  |
| Payable from restricted assets:   | 4                       | 7,367            |
| Post-closure care of landfills  |                         | 716              |
| Other habilities  | -                       | 8,083            |
| Total payable from restricted assets  |                         | 20.070           |
| TOTAL LONG-TERM LIABILITIES   | 3,500                   | 39,278           |
| TOTAL LIABILITIES   | 20,877                  | 72,103           |
| DEFERRED INFLOW OF RESOURCES  |                         |                  |
| Deferred Inflows  | 2,592                   | 2,105            |
| TOTAL LIABILITIES AND DEFERRED INFLOW OF RESOURCES                                      | 23,469                  | 74,208           |
|   |                         |                  |
| NET POSITION  |                         | 3                |
| Invested in capital assets, net of related debt   | 110,476                 | 114.859          |
| Restricted for:   | 500                     | 500              |
| Covanta Wallingford escrow  | 48                      | 225              |
| Other restricted net position   | •                       | 143              |
| City of Hartford Recycling education fund Energy generating facility                    | *                       | L,646            |
| Montville landfill post-closure   | 5                       | 1.026            |
| DEEP trust - landfills  |                         | 817              |
| Shelton landfill future use   | £40                     | 701<br>5,058     |
| Total Restricted  | 548                     | 5,030            |
| Unrestricted  | 60,742                  | 48.331           |
| TOTAL NET POSITION  | 171,766                 | 168,248          |
| TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES AND NET                                 | \$ 195,235              | \$ 242,456       |
| POSITION  |                         |                  |
| The accompanying notes are an integral part of the                                      | rese financial statemer | nts              |

### MATERIALS INNOVATION AND RECYCLING AUTHORITY

#### **EXHIBIT II**

### A Component Unit of the State of Connecticut STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

### FOR THE YEARS ENDED JUNE 30, 2014 AND 2013 (Dollars in Thousands)

|   | 2014       | 2013       |
|---|------------|------------|
|   |            | Restated   |
| Operating Revenues                              |            |            |
| Service charges:                                |            |            |
| Members   | \$ 45,588  | \$ 49,145  |
| Others  | 16,513     | 18,512     |
| Energy sales                                    | 56,451     | 42,261     |
| Other operating revenues                        | 4,810      | 9,948      |
| Total Operating Revenues                        | 123,362    | 119,866    |
| Operating Expenses                              |            |            |
| Solid waste operations                          | 97,583     | 99,194     |
| Maintenance and utilities                       | 1,313      | 1,024      |
| Closure and post-closure care of landfills      | (3,392)    | 1,862      |
| Legal services - external                       | 3,012      | 1,209      |
| Administrative and Operational services         | 6,191      | 7,525      |
| Distribution to SCRRRA                          | 1,375      | (40)       |
| Distribution to member towns                    |            | 810        |
| Distribution to SWEROC                          | 780        | 489        |
| Total Operating Expenses                        | 106,082    | 112,113    |
| Operating Income (Loss) before depreciation and |            |            |
| amortization                                    | 17,280     | 7,753      |
| Depreciation and amortization                   | 16,101     | 15,085     |
| Operating Income (Loss)                         | 1,179      | (7,332)    |
| Non-Operating Revenues (Expenses)               |            |            |
| Investment income                               | 109        | 139        |
| Gain on transfer of post closure liabilities    | 4,751      | 39)        |
| Other income (expenses), net                    | (2,521)    | (973)      |
| Interest expense                                |            | (87)       |
| Non-Operating Expenses, Net                     | 2,339      | (921)      |
| Change in Net Position                          | 3,518      | (8,253)    |
| Total Net Position, beginning of period         | 168,248    | 176,501    |
| Total Net Position, end of period               | \$ 171,766 | \$ 168,248 |

EXHIBIT III

### MATERIALS INNOVATION AND RECYCLING AUTHORITY A Component Unit of the State of Connecticut STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED JUNE 30, 2014 AND 2013

| (Dol) | lare | in | Thousands) |  |
|-------|------|----|------------|--|
| _ [   | IRLE | ш  | THOUSEDAS  |  |

| (Donais in Tabesands)  |      | 2014            |         | 2013      |
|--|------|-----------------|---------|-----------|
| Cash Flows Provided (Used) by Operating Activities                     |      |                 |         |           |
| Payments received from providing services                              | \$   | 126,561         | \$      | 117,354   |
| Payments to suppliers  |      | (103,074)       |         | (104,018) |
| Payments to employees  |      | (4,106)         |         | (2,841)   |
| Distribution to member towns   |      |                 |         | (810)     |
| Distribution to SWEROC   |      | ::              |         | (489)     |
| Distribution to SCRRRA   |      | (1,375)         |         | •         |
| Net Cash Provided by Operating Activities                              |      | 18,006          |         | 9,196     |
| Cash Flows Provided (Used) by Capital and Related Financing Activities | S    |                 |         |           |
| Proceeds from sales of equipment                                       |      | 595             |         | 49        |
| Payments for landfill closure and post-closure care liabilities        |      | (14,200)        |         | (1,786)   |
| Cash transfer to State for post-closure liabilities                    |      | (31,000)        |         | 390       |
| Acquisition and construction of capital assets                         |      | (11,786)        |         | (8,287)   |
| Interest paid on long-term debt  |      |                 |         | (113)     |
| Principal paid on long-term debt                                       |      |                 |         | (4,135)   |
| Net Cash Used by Capital and Related Financing Activities              |      | (56,391)        |         | (14,272)  |
|  | _    |                 |         |           |
| Cash Flows Used by Non-Capital Financing Activities                    |      | (3 (51)         |         | (11)      |
| Other interest and fees  | _    | (2,651)         |         | (11)      |
| Net Cash Used by Non-Capital Financing Activities                      |      | (2,651)         | _       | (11)      |
| Cash Flows Provided (Used) by Investing Activities                     |      |                 |         |           |
| Proceeds from Investments  |      | 8,184           |         | 396       |
| Interest on investments  |      | 109             |         | 145       |
| Net Cash Provided (Used) by Investing Activities                       |      | 8,293           |         | 145       |
| ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,                                |      |                 |         |           |
| Net decrease in cash and cash equivalents                              |      | (32,743)        |         | (4,942)   |
| Cash and cash equivalents, beginning of year                           | _    | 94,264          |         | 99,206    |
| Cash and cash equivalents, end of year                                 | \$   | 61,521          | \$      | 94,264    |
| Reconciliation of Operating income (loss) to Net Cash Provided (Used)  |      |                 |         |           |
| by Operating Activities:   |      |                 |         |           |
| Operating income (loss)  | \$   | 1,179           | \$      | (10,248)  |
| Adjustments to reconcile operating loss                                |      |                 |         |           |
| to net cash provided (used) by operating activities:                   |      |                 |         |           |
| Depreciation of capital assets   |      | 15,709          |         | 14,685    |
| Amortization of development and bond issuance costs                    |      | 392             |         | 400       |
| Provision for closure and post-closure care of landfills               |      | 120             |         | 1,862     |
| Other income (expenses)  |      | 2.00            |         | 18        |
| Changes in assets and liabilities, net of transfers:                   |      |                 |         |           |
| (Increase) decrease in:  |      |                 |         |           |
| Accounts receivable, net   |      | 3,014           |         | (3,064)   |
| Inventory  |      | 475             |         | (174)     |
| Prepaid expenses and other current assets                              |      | (1,973)         |         | 4,095     |
| Increase (decrease) in:  |      | . , ,           |         |           |
| Accounts payable, accrued expenses and other liabilities               |      | (790)           |         | 1,622     |
| 25000 ums payable, abolition expenses and other materials              | _    | <u> </u>        | *****   |           |
| Net Cash Provided by Operating Activities                              | 5    | 18,006          | \$      | 9,196     |
| The accompanying notes are an integral part of these f                 | inan | cial statements | 301-000 |           |
|  |      |                 |         |           |

### 5. BOND STATUS AS OF JUNE 30, 2014

The table below highlights the Authority's outstanding bonds as of June 30, 2014.

The State's contingent liability is related only to the SCRF-backed bonds, of which the principal amount of \$11,295,000 was outstanding at the end of fiscal year 2014.

STATUS OF OUTSTANDING BONDS ISSUED AS OF JUNE 30, 2014

|   | Moody's | Standard<br>& Poor's | X=<br>SCRF- |          | Maturity | Original<br>Principal | Principal Outs tanding |         |
|---|---------|----------------------|-------------|----------|----------|-----------------------|------------------------|---------|
| PROJECT / Series  | Rating  | Rating               | Backed '    | Dated    | Date     | (\$000)               | (\$000)                | (\$000) |
| SOUTHEAST PROJECT   |         |                      |             |          |          |                       |                        |         |
| 2010 Series A - Project Refunding <sup>2</sup> CORPORATE CREDIT REVENUE BONDS | Aa3     | AA                   | Х           | 12/02/10 | 11/15/15 | 27,750                | 11,295                 |         |
| 1992 Series A - Corporate Credit  | Ba1     | NR                   |             | 09/01/92 | 11/15/22 | 30,000                | 30,000                 | 0.00    |
| 2001 Series A - Covanta Southeastern Connecticut Company-I                    | Bal     | NR                   |             | 11/15/01 | 11/15/15 | 6,750                 | 6,750                  | 7.€.    |
| 2001 Series A - Covanta Southeastern Connecticut Company-II                   | Ba1     | NR                   |             | 11/15/01 | 11/15/15 | 6,750                 | 6,750                  | S.*S    |

### TOTAL PRINCIPAL BONDS OUTSTANDING

54,795

NR = Not Rated

SCRF = Special Capital Reserve Fund of the State of Connecticut.

<sup>&</sup>lt;sup>2</sup> The 2010 Series A Bonds refunded the 1998 Series A Bonds originally issued in the amount of \$87,650,000 on August 18, 1998.

| 6. AFFIRMATIVE ACTIO | N POLICY STATEN    | <b>TENT</b> |  |
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# EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION STATEMENT AND PLAN

**ADOPTED - NOVEMBER 14, 2003** 

### EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION STATEMENT AND PLAN

The Connecticut Resources Recovery Authority (CRRA) is an equal opportunity and affirmative action employer, dedicated to a policy of nondiscrimination in employment on any basis prohibited by law. It is the CRRA's policy to provide equal employment and advancement opportunities to all individuals without regard to age, sex, race, color, religion, national origin, marital status, veteran status, disability, sexual orientation or any other legally protected status, and to maintain an environment free from discrimination or harassment based upon these grounds.

The CRRA is committed to providing equal opportunities in terms of its recruiting and hiring practices, including without limitation, by notifying its recruitment sources of the CRRA's nondiscrimination policies and by placing "help-wanted" advertisements containing the phrase "An Equal Opportunity Employer." The CRRA is also committed to providing equal opportunities to its employees in all of its employment practices, including but not limited to compensation, training, transfers, promotions and disciplinary procedures, and in the provision of all of its employee benefit programs. Personnel decisions will be made on the basis of the needs of the CRRA and an individual's job-related skills, ability and merit.

The CRRA further pledges its strong commitment to ensure that all contractors and subcontractors who do business with the CRRA provide equal opportunities in employment to all qualified persons solely on the basis of job-related skills, ability and merit. The participation of minority business enterprises meeting qualifications established by applicable regulations shall further be solicited and encouraged.

The CRRA shall include an equal opportunity clause in all of its contracts and shall not enter into any contract with any person, agency or organization if it has knowledge that such person, agency or organization engages in unlawful discriminatory practices.

The CRRA further pledges that all CRRA-sponsored training and social and recreational programs will be administered without regard to any legally protected status.

As part of its commitment to equal opportunities, the CRRA expects all of its employees to adhere to this policy of nondiscrimination. The CRRA will take prompt action upon the receipt of a complaint of unlawful discrimination and will take appropriate corrective action, including disciplinary measures if necessary, to remedy any discriminatory conduct. Complaints should be referred to the Human Resources Manager, who is the CRRA's designated Equal Employment Opportunity (EEO) Officer. Alternatively, employees may submit complaints to the President of the CRRA or to any manager or supervisor.

The day-to-day responsibility for administering and complying with this policy is delegated to the various department heads with respect to the employees within their respective departments. The President and the Board of Directors will provide necessary procedural guidance in the coordination and application of the policy and any changes or modifications to the policy as may be required.

The CRRA's plan for implementing its equal employment and affirmative action policy could include any or all of the following actions:

- 1. Attempt to hire and promote qualified female and minority candidates through efforts to increase the number of highly qualified female and minority applicants for each vacancy, with the ultimate goal that CRRA's workforce will mirror the diversity of the labor pool.
- 2. Attempt to reach a greater number and diversity of representative groups to notify them of employment opportunities with CRRA. Wherever possible, target the Hispanic, African-American, Asian Pacific/Islander and Native American communities by contacting organizations and educational institutions that promote the interests of such individuals.
- 3. Explore the creation of an internship program to create interest among minority students in career opportunities at CRRA.
- 4. Take the following steps to ensure that all applicants and employees are aware that CRRA is an equal opportunity employer and of CRRA's affirmative action recruitment efforts:
  - a. Publicize the Equal Employment Opportunity Statement and Affirmative Action policy in CRRA's Personnel Policy Manual and post the same on CRRA bulletin boards.
  - b. Publicize the accomplishments and/or promotions of minorities and females internally.
  - c. Assess the equal opportunity and affirmative action efforts and achievements prior to the promotion of employees or the execution of discretionary salary increases.
  - d. Conduct meetings to discuss equal employment opportunity policies and responsibilities with CRRA employees, including during employee orientation and training sessions.
  - e. Advise all recruiting sources of CRRA's Equal Employment Opportunity Statement and Affirmative Action policy.
  - f. Notify all bidders, contractors, and suppliers of CRRA's Equal Employment Opportunity Statement and Affirmative Action policy and ensure that all contracts for services and materials include a statement in which the

- contractor agrees to abide by affirmative action and fair employment principles.
- g. Attend job fairs where the potential for exposure to potential female and minority applicants is high.
- h. Continue to encourage participation of minority business enterprises and not to contract with any entity debarred from participation in state or federal contract programs.
- i. Notify minority and women's organizations, community organizations, state and local employment security and vocational rehabilitation agencies, schools and colleges of CRRA's Equal Employment Opportunity Statement and Affirmative Action policy.
- j. Place advertisements for employees containing the phrase "CRRA is an Affirmative Action/Equal Opportunity Employer" within the appropriate classified section of newspapers and/or job posting websites.
- k. Send outreach letters, job postings and job descriptions to various minority organizations throughout the state to increase awareness of employment opportunities at CRRA in the region's minority communities.
- 1. Conduct outreach meetings via telephone with minority organizations during the year to maintain and improve the lines of communication between CRRA and these organizations as well as increase the awareness of CRRA's affirmative action efforts throughout the state's minority communities.

Approved By: Board of Directors

P&P No.: BOD 013

Effective Date: November 11, 2003

### AFFIRMATIVE ACTION EFFORTS TO DATE

The Authority's efforts to increase diversity in its workforce for 2014 included the following measures for Authority job openings:

- Print advertising with Connecticut Post, Journal Inquirer, Hartford Courant, La Voz Hispaña, Middletown Press, New Haven Register, New London Day, Northeast Minority News, Norwich Bulletin, Record Journal, Register Citizen, Torrington Register, and Waterbury Republican.
- Web postings of Authority jobs appeared on the following sites:
  - 1. Authority Internet Employment Opportunities Page

## Connecticut Resources Recovery Authority Ethnic Composition of Total Work Force Summary of EEOC Report Updated June 30, 2014

| The state of the s |        |              |                 |  |           |       |                      |        |            |       |              |                    |       |  |  |
|--|--------|--------------|-----------------|--|-----------|-------|----------------------|--------|------------|-------|--------------|--------------------|-------|--|--|
|  |        | The second   | MANUFACTURED TO | THE STATE OF THE PARTY OF THE P | Males     |       |                      | 是      |            |       | SERVICE SOLD | Females            |       | STATE OF THE PARTY | N. P. S. |
|  |        | SCHOOL STATE |                 |  |           |       | Native               |        | 16 30 Jan  |       |              |                    |       | Native   |  |
|  |        |              |                 | Black or   |           |       | Hawaiian<br>or Other | Two or |            |       | Black or     |                    |       | Hawaiian<br>or Other   | Two or                                       |
|  |        | Total        |                 | African  | Hispanic  |       | Pacific              | More   | Total      |       | African      | Hispanic           |       | Pacific  | More   |
|  | TOTAL  | Males        | White           | American or Latino   | or Latino | Asian | Islander             | Races  | Females    | White | American     | American or Latino | Asian | Islander   | Races  |
| Executive  | 7      | 4            | 4               | 0  | 0         | 0     |                      | 0      | က          | 2     | 0            | 0                  | _     | 0  | 0  |
| Managerial   | 17.1%  | 9.8%         | 9.8%            | 0.0%   | %0.0      | 0.0%  | %0.0                 | 0.0%   | 7.3%       | 4.9%  | 0.0%         | %0.0               | 2.4%  | 0.0%   | 0.0%   |
|  | 0      | 0            | 0               | 0  | 0         | 0     |                      | 0      | 0          | 0     | 0            | 0                  | 0     | 0  | 0  |
| Technicians  | 0.0%   | %0.0         | 0.0%            | %0.0   | %0.0      | %0.0  | %0.0                 | 0.0%   | %0.0       | %0.0  | 0.0%         | 0.0%               | 0.0%  | 0.0%   | 0.0%   |
|  | 0      | 0            | 0               | 0  | 0         | 0     |                      | 0      | 0          | 0     | 0            | 0                  | 0     | 0  | 0  |
| Sales Workers  | 0.0%   | %0.0         | %0.0            | %0.0   | %0:0      | %0.0  | %0.0                 | %0.0   | %0.0       | %0.0  | 0.0%         | 0.0%               | %0.0  | 0.0%   | 0.0%   |
|  | 19     | 7            | 7               | 0  | 0         | 0     | 0                    | 0      | PLAN PRINT | 6     | 0            | 0                  | 2     | 0  | 0  |
| Professionals  | 46.3%  | 17.1%        | 17.1%           | %0.0   | %0.0      | %0.0  | %0.0                 | %0.0   | 26.8%      | 22.0% | 0.0%         | %0.0               | 4.9%  | %0.0   | %0.0   |
| Office and   | 16     | 10           | 6               | _  | 0         | 0     | 0                    | 0      | 9          | က     | က            | 0                  | 0     | 0  | 0  |
| Clerical   | 39.0%  | 24.4%        | 22.0%           | 2.4%   | %0.0      | %0.0  | %0.0                 | %0.0   | 14.6%      | 7.3%  | 7.3%         | %0.0               | 0.0%  | 0.0%   | %0.0   |
|  | 41     | 21           | 20              | 1  | 0         | 0     |                      | 0      | 20         | 14    | က            | 0                  | m     | 0  | 0  |
| TOTALS   | 100.0% | 51.2%        | 48.8%           | 2.4%   | %0.0      | %0.0  | %0.0                 | 0.0%   | 48.8%      | 34.1% | 7.3%         | 0.0%               | 7.3%  | 0.0%   | 0.0%   |
|  |        |              |                 |  |           |       |                      |        |            |       |              |                    |       |  |  |

| 7. PLANNED MEETINGS FOR CALENDAR YEAR 2015 |  |
|--|--|
|  |  |
|  |  |
|  |  |

**Policies & Procurement** 

Ph: 860-757-7700 Start time: 11:00 a.m.

Thursday, January 8, 2015 Thursday, February 5, 2015 Thursday, March 12, 2015 Thursday, April 9, 2015

Thursday, May 14, 2015

Thursday, June 11, 2015

Thursday, July 9, 2015

August 2015 - NO MEETING Thursday, September 10, 2015

Thursday, October 8, 2015 Thursday, November 5, 2015

Thursday, December 3, 2015

Finance Committee

Ph: 860-278-8471 Start time: 10:30 a.m.

Thursday, January 15, 2015
Wednesday, February 11, 2015
Thursday, March 19, 2015
Thursday, April 16, 2015
Thursday, May 21, 2015
Thursday, June 18, 2015
Thursday, July 16, 2015
August 2015 - NO MEETING
Thursday, September 17, 2015
Thursday, October 15, 2015
Thursday, November 12, 2015

Thursday, December 10, 2015

**OS & HR Committee** 

Ph: 860-757-7700 Start time: 11:00 a.m.

Tuesday, January 20, 2015 Tuesday, February 17, 2015 Tuesday, March 24, 2015 Tuesday April 21, 2015 Tuesday, May 26, 2015 Tuesday, June 23, 2015 Tuesday, July 21, 2015 August 2015 – NO MEETING Tuesday, September 22, 2015

Tuesday, October 20, 2015 Tuesday, November 17, 2015 Tuesday, December 15, 2015

**Board of Directors** 

Ph: 860-757-7700 Start time: 9:30 a.m.

Thursday, January 22, 2015
Thursday, February 19, 2015
Thursday, March 26, 2015
Thursday, April 23, 2015
Thursday, May 28, 2015
Thursday, June 25, 2015
Thursday, July 23, 2015
Thursday, August 20, 2015
Thursday, September 24, 2015
Thursday, October 22, 2015
Thursday, November 19, 2015
Thursday, December 17, 2015

#### **SCRRRA**

Location: SCRRRA Plant, 132 Military

Highway, Preston, CT Start time: 2:00 p.m.

Wednesday, January 14, 2015 Wednesday, February 11, 2015 Wednesday, March 11, 2015 Wednesday, April 8, 2015 Wednesday, May 13, 2015 Wednesday, June 10, 2015 Wednesday, July 8, 2015 Wednesday, August 12, 2015 Wednesday, October 14, 2015 Thursday, November 12, 2015 Wednesday, December 9, 2015

### 8. <u>EFFORTS TO MITIGATE THE EFFECTS OF AUTHORITY-ENRON-CL&P TRANSACTION DURING FISCAL YEAR 2014</u>

The Authority continues to pursue a few remaining Enron-related financial institutions under the aegis of the State's Attorney General.