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100 Constitution Plaza • Hartford • Connecticut • 06103 • Telephone (860)757-7700
Fax (860)757-7745

MEMORANDUM

TO: CRRA Organizational Synergy & Human Resources Committee

FROM: Moira Kenney, Board Secretary/Paralegal

DATE: May 24, 2010

RE: Notice of Meeting

There will be a telephonic meeting of the Organizational Synergy & Human Resources Committee of the CRRA Board of Directors on Monday, May 24, 2010, at 11:00 am in the Legal Conference Room at the CRRA offices, 100 Constitution Plaza, Hartford, CT.

The purpose of the meeting will be to discuss the following matters:

- I. Approval of Minutes of the January 25, 2010 and February 22, 2010, OSHR Committee Meeting (Attachment A).
- II. Informational HR Department status report.
- III. Discussion concerning adjustments to the ADP system (Attachment B).
- IV. Executive Session to discuss personnel matters (See Confidential Package).

If you will be unable to attend, please notify Moira Kenney at (860) 757-7787 immediately.

cc: Tom Kirk, President
Jim Bolduc, CFO