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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 Benacquista, HR Specialist/Board Secretary

DATE: October 19, 2012

RE: Notice of Teleconference Meeting

There will be a teleconference meeting of the Human Resources Committee of the CRRA Board of Directors on Monday, October 22, 2012, 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 June 25, 2012, OSHR Committee Meeting (Attachment A).
- II. Review of 2013 Employee Benefits Renewal.
- III. Executive Session to discuss personnel matters.

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

cc: Tom Kirk, President
Jim Bolduc, CFO
Eric Womack, Dir. HR&ADMN