



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

TO: MIRA Organizational Synergy & Human Resources Committee

FROM: Moira Kenney, HR Specialist/Board Secretary

DATE: November 11, 2014

RE: Notice of Special Telephonic Meeting

There will be a special telephonic meeting of the Organizational Synergy and Human Resources Committee of the MIRA Board of Directors on Thursday, November 13, 2014, at **9:30 am** in the Board Room at 100 Constitution Plaza, Hartford, CT 06103.

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

- I. Approval of Minutes of the May 20, 2014, OS & HR meeting (Attachment A).
- II. Approval of Minutes of the Aug. 28, 2014, Special OS & HR meeting (Attachment B).
- III. Review and Recommend Approval of Employee Benefit Program (Medical, Dental, Vision, Life and Disability Insurance) Renewal (Attachment C).
- IV. Executive Session to discuss personnel matters.

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

cc: Tom Kirk, President
Mark Daley, CFO
Eric Womack, Dir. HR & Admin