

**Organizational Synergy & Human Resources Committee
March 27, 2008 Meeting**

Draft Minutes

Members Present: Mark Cooper, Committee Chairman
Edna Karanian, Vice-Chairman
James Francis

CRRA Staff Present: Thomas Kirk, President
James Bolduc, Chief Financial Officer (present by telephone)
Chris Hyfield, Human Resources Manager
Moira Kenney, Secretary to the Board/Paralegal

Chairman Cooper called the meeting to order at 8:30 a.m. and noted that there was a quorum.

1. APPROVAL OF MINUTES OF THE JANUARY 24, 2008, ORGANIZATIONAL SYNERGY & HUMAN RESOURCES COMMITTEE MEETING

Chairman Cooper requested a motion to approve the minutes of the January 24, 2008, Organizational Synergy & Human Resources Committee meeting. Director Francis made the motion, which was seconded by Chairman Cooper.

The minutes were approved unanimously.

2. REVIEW AND RECOMMEND ADDITION AND ADOPTION OF THE STATE OF CONNECTICUT DEFINED CONTRIBUTION 457(b) PLAN

Chairman Cooper requested a motion to approve the implementation of the State of Connecticut 457(b) defined contribution plan. Director Francis made the following motion:

RESOLVED: That the President is hereby authorized and directed to execute, the “Participating Employer Agreement” with the State of Connecticut for CRRA’s participation in the State’s Deferred Compensation plan 457(b).

Mr. Hyfield said the plan opened to political subdivisions of the State of Connecticut in 2006. He said management had weighed the options of this plan against creating a Fidelity plan. He explained CRRA has no fiduciary responsibility for the State’s 457(b) Plan, and the expense ratios are less than the Fidelity Plan. Mr. Hyfield legal reviews of the Fidelity plan would have also incurred unknown costs.

Mr. Hyfield said CRRA’s 401(k) services provider Hooker & Holcombe did a fee analysis on expense ratios to the employee and found the State of Connecticut’s average is 41 basis points versus the current Fidelity fund, which is roughly 72 basis points.

Mr. Kirk said the 457(b) is another tax free savings plan available to CRRA's employees. Mr. Hyfield said 15 employees had indicated they were interested in the plan. He said ING will present CRRA employees with information on the plan and that implementation is a one page service agreement. Mr. Hyfield said the State of Connecticut holds fiduciary responsibility for the Plan and its investment Committee consists of Nancy Wyman, Comptroller; Dr. Tom Woodruff, Director of Retirement and Benefit Services; and Margaret E. Haering, J.D., Assistant Division Director, Retirement & Benefit Services Division. He said their committee reviews and analyzes the funds included in the 457(b) plan on a quarterly basis.

Director Francis said that many of the towns in Connecticut already have the plan and he sees no reason why CRRA shouldn't as well.

The motion which was seconded by Director Cooper was approved unanimously.

3. REVIEW AND RECOMMEND CANCELLATION OF THE AIDS POLICY

Chairman Cooper requested a motion to cancel the AIDS Policy. Director Francis made the following motion:

RESOLVED: That the AIDS Policy BOD #039 of the Connecticut Resources Recovery Authority be cancelled as approved by the Organizational Synergy and Human Resources Committee at its March 27, 2008, meeting.

Mr. Hyfield said the AIDS Policy is covered under the Americans with Disabilities Act of 1990, and is also covered by the CRRA employee handbook. He explained the policy is no longer needed. Mr. Hyfield said the cancellation needs to be referred to the Policies & Procurement Committee who will send their recommendation to the full Board.

The motion was seconded by Chairman Cooper.

The motion was approved unanimously.

4. REVIEW AND RECOMMEND CANCELLATION OF THE "NO SMOKING" POLICY

Chairman Cooper requested a motion to cancel the "No Smoking" Policy. Director Francis made the following motion:

RESOLVED: That the "NO SMOKING" Policy #038 of the Connecticut Resources Recovery Authority be cancelled as approved by the Organizational Synergy and Human Resources Committee at its March 27, 2008 meeting.

Mr. Hyfield said the "No Smoking" policy is covered under the employee handbook and is outdated. He explained Capital Properties also has a no-smoking policy.

Director Francis asked if the employee handbook forbids employees from carrying weapons onto company property. He raised the question of whether or not the parking garage of Capital Properties is covered under the CRRRA handbook. Mr. Kirk agreed that the employee handbook's coverage of that topic should be reviewed. Mr. Hyfield said that he would examine the topic for further consideration.

The motion was seconded by Chairman Cooper.

The motion was approved unanimously.

5. EXECUTIVE SESSION

Chairman Cooper requested a motion to enter into Executive Session to discuss personnel matters. The motion was made by Director Francis and seconded by Director Karanian. The motion previously made and seconded was approved unanimously. Chairman Cooper requested that the following people remain for the Executive Session, in addition to the Committee members:

Chris Hyfield

The Executive Session commenced at 8:12 a.m. and concluded at 9:03 a.m.

The meeting reconvened at 9:03 a.m. and Chairman Cooper noted that no votes were taken in Executive Session.

6. ADJOURNMENT

Chairman Cooper requested a motion to adjourn the meeting. The motion made by Director Francis and seconded by Director Karanian was approved unanimously.

The meeting was adjourned at 9:03 a.m.

Respectfully submitted,

Moira Kenney
Secretary to the Board/Paralegal