

**Organizational Synergy & Human Resources Committee
May 29, 2008 Meeting**

Draft Minutes

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

CRRA Staff Present: Thomas Kirk, President
James Bolduc, Chief Financial Officer
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 APRIL 24, 2008, ORGANIZATIONAL SYNERGY & HUMAN RESOURCES COMMITTEE MEETING

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

The minutes were approved unanimously.

2. REVIEW AND RECOMMEND APPROVAL OF NEW CEO SALARY RANGE MARKET STUDY

Chairman Cooper requested a motion to approve the above captioned items for recommendation to the full Board. Director Karanian made the following motion:

RESOLVED: That the new CEO Salary Range be adopted as discussed by the Organizational Synergy & Human Resources Committee.

Mr. Hyfield said the data used to establish a new CEO salary range was compiled by himself and the HR consultant. He explained Connecticut non-profits, private waste management, and the economic research institute was examined in order to compile an updated salary range.

Director Karanian asked if any of the positions examined are eligible for bonuses. Mr. Hyfield said yes, the private sector positions have bonuses and equity compensation and in the public sector that Connecticut lottery employees in comparable positions are eligible for bonuses. Director Karanian noted that per the comparable salaries' that CRRA management is on the lower end of the salary ranges. Mr. Hyfield also noted that this is a range of salary only and public and private sector non-salary compensation (401k, 457 plans, bonuses, housing, cars, and other options) were not considered.

The Committee discussed the comparisons to CRRA's management positions at length. Director Cooper stated that he will explain the Committee's endorsement of the new CEO salary range to the full Board.

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

3. REVIEW AND APPROVE UPDATED TUITION REIMBURSEMENT ANNUAL AMOUNT

Mr. Hyfield said he had updated the tuition reimbursement annual amount based on the current cost of classes at local universities. Director Cooper asked if the increased amount would have any affect on the budget. Mr. Hyfield explained there are currently only two employees using tuition reimbursement.

Director Karanian asked when the last time the tuition reimbursement was examined. Mr. Hyfield explained it was revised two years ago and was also revised five years prior to that to encompass non private schools.

Director Karanian asked if the program was grade dependent. Mr. Hyfield answered that this is correct as the employee must achieve a B or better to be eligible for a reimbursement. Mr. Bolduc said that the schooling must also be pre-approved by the employee's supervisor.

The committee approved the changes unanimously.

4. EXECUTIVE SESSION

Chairman Cooper requested a motion to enter into Executive Session to discuss personnel matters. The motion was made by Director Karanian and seconded by Director Cooper. 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:

Tom Kirk
Jim Bolduc
Chris Hyfield

The Executive Session commenced at 8:42 a.m. and concluded at 9:24 a.m.

The meeting reconvened at 9:24 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 Karanian and seconded by Director Cooper was approved unanimously.

The meeting was adjourned at 9:25 a.m.

Respectfully submitted,

Moira Kenney
Secretary to the Board/Paralegal