

Signed: _____

Date: _____

**CONNECTICUT STATE EMPLOYEES' CAMPAIGN
COMMITTEE MEETING MINUTES**

Tuesday, December 8 , 2015

Office of the State Comptroller, 3rd floor, Conference Room F

55 Elm Street, Hartford

1:32 p.m. – 2:05 p.m.

Members Present

Cindy Cannata (*OGA/FOI*)

Kathleen Gensheimer (*Judicial*)

Peggy Gray *VICE CHAIR (Comptroller's Office)*

Jacqueline Henry-Rafiq (*Transportation*)

Charles Kistler (*State Retiree*)

Kristen Miller (*Legislative Mgmt.*)

Tim Newton *CHAIR (Correction)*

Ina Wilson (*Education*)

Members Excused

Valerie Clark (*OPM*)

Jason Crisco (*Admin. Services*)

Joseph Duberek (*Emergency Ser. & Public Protection*)

Sheila Hummel (*DECD*)

Patrick Kilby (*CHRO*)

Campaign Staff

Jan Gwudz (*Director*)

Joyce LeBaron (*Coordinator*)

Federation Representative

Ann Pean (*United Way*)

Guest

Jacqueline Kozin, Legislative Program Manager
(*Comptroller's Office*)

Meeting Called to Order --- Meeting Summary --- Tim Newton

Chair Timothy Newton, Committee Chair, called the meeting to order at 1:30 p.m. The minutes from the previous meeting of November 10 were approved, and were unanimously accepted.

Nominating Committee Election—Kathleen Gensheimer, Charlie Kistler

Kathleen Gensheimer and Charlie Kistler had volunteered to chair the Nominating Committee for Committee Chair and Vice-Chair for the upcoming year. They presented Timothy Newton for Chair and Peggy Gray for Vice-Chair for 2016. A motion was made, seconded and all were in favor with no opposition.

Campaign Update--- Jan Gwudz

Jan reported on the donations received thus far, and up for view on Giving Matters 365, amounts to \$868,000 with about \$279,000 having been pledged directly on-line. In addition, pledge envelopes were received this day which have not yet been processed or entered. Jan said that the staff is "full steam ahead" at getting the pledges processed.

Some highlights: Dept. of Administrative Services is up from last year, Dept. of Corrections is already at \$53,500 with 7 facilities yet to report, Judicial Branch is at \$62,800, Office of Policy & Management is at \$14,900, Dept. of Revenue is reporting \$38,000 thus far and UConn is at \$71,200.

The BJs promotion is doing exceedingly well, with 610 applications and over \$3,000 donated to the Campaign. Additionally, much is actually being designated to particular charities. The last day is December 9th for this year's promotion. The next one starts in February.

Jan reports that she and Kim Benoit of Dept. of Correction made a visit to Grasso Technical High School for a Campaign presentation and it went well.

It had been suggested that an award be created for Dept. of Mental Health and Addiction Services as an incentive to increase participation; however, the results do not seem to warrant this. It is Jan's suggestion not to establish an award at this time.

2016 Campaign Materials — Jan Gwudz & Tim Newton

Tim discussed the matter of how many directories to print for the coming 2016 Campaign. It was determined that 20,000 need to be printed. Kathleen suggested the past practice of sending the extra ones to various Human Resource departments be revived and use them when meeting with new hires.

Round Table Discussion and Agency Results by Committee Members — Tim Newton

Joe Duberek was unable to make the meeting today. Jason Crisco emailed to say he could not attend. Valerie Clark also emailed to say she was unable to attend.

Tim Newton reported that his Commissioner is already aware that several Correction facilities have not turned in their pledges yet. He also reported that the Department has many new hires recently, including many veterans.

Jacqueline Kozin shared that she'd made cupcakes as an incentive for people in her department to turn in pledges. She has also been giving out stickers and sending out numerous emails.

Kathleen asked about the possibility of locating surplus colored paper for used in printing the pledge cards as opposed to the traditional white. When printed the card should say something to the effect that this item was printed on surplus paper and printed courtesy of COLP.

Cindy stated that while Freedom of Information enjoyed a 100% participation last year, only 14 out of 15 Office of Governmental Accountability employees participated this year. On the whole, the OGA is at \$11,000, much higher than last year.

Judicial Branch will be sending out one more promotional email.

Jacqueline Henry-Rafiq reports that the Dept. of Transportation Commissioner is very engaged, sending out emails, holding drawings and supporting many special events.

Kristen Miller was pleased to let the Committee know that the Office of Legislative Management made over \$1,700 from their book and bake sale.

Ina Wilson said that not many at the Dept. of Education are pledging and she will see about sending out an email.

Ann Pean thanked everyone for their hard work.

Peggy Gray thanked everyone for their confidence in Tim and herself.

Meeting Adjournment — Timothy Newton

A motion was presented, seconded and accepted to end the meeting at 2:05 p.m.

REMINDER: NEXT MEETING IS: February 9, 2016