

Signed: _____

Date: _____

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

Tuesday, February 13, 2018
Office of the State Comptroller
3rd floor, Conference Room F
55 Elm Street, Hartford CT
1:30 p.m. – 2:35 p.m.

Members Present

Cindy Cannata (Freedom of Information Commission)
Valerie Clark (Office of Policy & Management)
Kathleen Gensheimer (Judicial Branch)
Peggy Gray (Comptroller's Office) – VICE CHAIR
Charles Kistler (State Retiree)
Tim Newton (Department of Correction) – CHAIR
Ina Wilson (Department of Education)

Members Absent

Jacqueline Henry-Rafiq (Department of Transportation)
Lilia Kieltyka (Department of Economic and Community Development)
Joshua Scollins (Department of Administrative Services)

Campaign Manager

Kelli Byrd (United Way of Central and Northeastern CT)

Federation Representative

Peggy Atherlay (United Way of Central and Northeastern CT)
Ann Pean (United Way of Central and Northeastern CT)

Meeting Called to Order / Minuets Review – Tim Newton

Tim Newton, CHAIR, called the meeting to order at 1:40 p.m. Minuets accepted.

Late Pledges – Tim Newton

Tim mentioned he had a meeting with the Comptroller's office prior to this meeting and there will not be a prorated/no catch up process. Monies will be applied for next year, as done in the past. Going forward, we need pledge forms in by December 15 the absolute latest for the full 26 weeks deduction effective January 1. For coming years, clear communication to coordinators/state employees. We need to mention to coordinators that we really need envelopes/pledge cards ASAP and to not hold on to them. Kathleen mentioned judges are paid biweekly.

Campaign Update – Kelli Byrd

Kelli reported the overall campaign total at \$798,000.

- Listed below are the top 5 agencies.

Top 5 Agencies

1. Corrections – 89,959
2. UCONN – 64,585
3. Judicial – 55,988
4. Revenue Services – 34,678
5. Labor – 25,677

Kelli informed the committee about the February BJ's promotion. Key, new members that join with this one-time offer is \$25. Tim mentioned the numbers might spike up due to Sam's club closing.

There was discussion around the May Recognition Luncheon:

- Location: Kelli to reach out to CT Valley, Middlesex CC, Central CSU, Woodlin Street, Governor's Mansion, old Capital, and Capital CC.
- Anticipated Attendees: 100-150
- Timeframe: A Thursday in May (3, 10, or 17) from 11:00am-1:30pm (program starts at noon)
- Catering: Usually done by Vinyl Tech (roughly \$700)
- CSEC Manager to manger the itinerary for the event.
- 10 awards presented during the event.
- Kathleen suggested an after-hours event.

VITA/MyFreeTax – Ann Pean

Ann Mentioned VITA/MyFreeTax. Suggesting coordinators push out information – Previous year 12,000 give back, which is \$28M.

- Kathleen motioned that Kelli email coordinators information for tax assistance for 211. Peggy Gray second. Committee all in favor.

Executive Session – Committee

United Way was excused for this 10 minute session then returned for remainder of the meeting.

Committee Update – Tim Newton

Nothing new.

Committee Update – Peggy Gray

Nothing new.

Committee Update – Charlie Kistler

Nothing new but questioned about the Tennis Tournament (September 8 and 9th in New Haven).

Committee Update – Valarie Clarke

Nothing new.

Committee Update – Ina Wilson

Nothing new.

Committee Update – Cindy Cannata

Nothing new.

Committee Update – Kathleen Gensheimer

Nothing new. Thanked United Way and team.

Other Business – Tim Newton

- Peggy G. mentioned she would like a copy of the retiree mailing, since she has now retired.
- Kathleen mentioned Robert Coffee should receive the retiree mailing.
- Committee would like an updated list of committee members.
- Charlie requested numbers for UConn Health – Kelli will provide by COB.
- Kathleen requested a list of the Judicial Branch coordinators – Kelli will provide by COB.
- Committee requested to be added to communications to the coordinators.
- Ina requested numbers for technical high schools – Kelli will provide by COB.
- Tim asked to receive the agenda in advance so he can connect with the comptroller's office.
- Peggy G. requested to include her home email kyacks50@yahoo.com.

Meeting Adjournment — Tim Newton

A motion was presented, second, and accepted to end the meeting at 2:35pm.

Next Meeting: Tuesday, April 10, 2018

(Respectfully submitted by CSEC Partnership Manager, Kelli Byrd)