

DRAFT MINUTES
PERSONNEL COMMITTEE OF THE
CONNECTICUT HOUSING FINANCE AUTHORITY (CHFA)
SPECIAL MEETING
October 13, 2021

Committee Members

Present (Virtually): Seila Mosquera-Bruno, Chairperson of CHFA and
 Commissioner of the Department of Housing
 Heidi DeWyngaert, Vice Chairperson of CHFA
 Lisa Tepper Bates

Others Present (Virtually): Nandini Natarajan, Chief Executive Officer, Executive
 Director
 Lisa Bernier, Director, Human Resources
 Theresa Caldarone, General Counsel
 Maura Martin, Managing Director, Administration

Ms. Mosquera-Bruno called the Personnel Committee meeting to order at 11:15 a.m.

Ms. Natarajan reviewed the personnel budget for fiscal year 2022, highlighting the changes from the 2021 fiscal year. Ms. Natarajan explained that the draft budget is presented to the Board in October and approved in November in accordance with the Authority's process. Ms. Natarajan discussed the number of staff positions in the current budget along with a proposed increase by two staff positions in the FY 2022 draft budget. Ms. Natarajan provided a detailed rationale behind the increase indicating that the Authority desires to create more capacity in some areas, an increase in projects related to the Authority's approved strategic plan, and an increase in tasks associated with upcoming retirements and onboarding of new staff. Ms. Natarajan announced the recruitment of Lisa Hensley who will join the Authority on November 1, 2021 from the DC Housing Finance Authority.

Ms. Natarajan stated that the FY 2022 draft budget includes adjustments regarding employee compensation, including a combined cost of living adjustment and merit pool adjustment of up to 4% for staff. Ms. Natarajan indicated that the proposed merit increase would be based on the employees' 2021 performance evaluation, combined with the 2020 salary and recent employee recognition award.

Upon a motion made by Ms. Tepper Bates, seconded by Ms. DeWyngaert, the Personnel Committee members voted unanimously in favor of recommending the personnel budget for fiscal year 2022 to the Board for consideration.

Upon a motion made by Ms. DeWyngaert, seconded by Ms. Tepper Bates, the Personnel Committee members voted unanimously in favor of approving the September 15, 2021 minutes.

Upon a motion made by Ms. Tepper Bates, seconded by Ms. DeWyngaert, the Personnel Committee members voted unanimously in favor of adjourning the meeting at 11:26 a.m.