



MEMORANDUM

TO: MIRA OS & HR Committee

FROM: Jim Hayden, OS & HR Committee Chairperson

DATE: February 26, 2021

RE: Notice of OS & HR Committee Special Meeting

There will be a special meeting of the Organizational Synergy and Human Resources Committee of the Materials Innovation and Recycling Authority (MIRA) Board of Directors on ***Tuesday, March 2, 2021 at 10:00 a.m.*** ***This meeting is being conducted pursuant to Governor Lamont's Executive Order No. 7B. MIRA offices are presently closed to the public due to the Corona Virus outbreak. Members of the public may attend the meeting telephonically by calling (929) 205- 6099, entering meeting ID 831 4051 8756#, and then entering the password 371911# when prompted.***

The purpose of the meeting will be the following matters:

- I. Pledge of Allegiance.
- II. Public Comment (3 minutes per speaker).
- III. Executive Session to discuss personnel employment matters, including the hiring of a new Director of Operations and Environmental Affairs.
- IV. Resolution Approving the Offer Letter for the Recommended Candidate to Fill the Position of Director of Operations and Environmental Affairs.

If you will be unable to attend, please notify Laurie Hunt (lhunt@ctmira.org) immediately.

cc: Don Stein, Chairman
Laurie Hunt, Esq.

Tom Kirk, President
Peter Egan

Mark Daley, CFO
Thomas Edstrom

**RESOLUTION APPROVING THE OFFER LETTER FOR THE RECOMMENDED CANDIDATE TO FILL THE
POSITION OF DIRECTOR OF OPERATIONS AND ENVIRONMENTAL AFFAIRS**

WHEREAS, the Authority's Board of Directors has authorized the President to fill the position of Director of Operations and Environmental Affairs, and to hire the recommended candidate, subject to final approval by this Committee of the specifics of the Offer Letter for employment of such candidate; and

WHEREAS, this Committee has reviewed the Offer Letter to such candidate, as requested by the Board;

NOW, therefore, it is hereby:

RESOLVED: That this Committee approves the Offer Letter as presented.