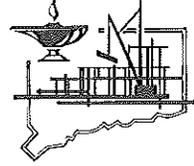


# CHEFA

CONNECTICUT HEALTH AND EDUCATIONAL  
FACILITIES AUTHORITY



March 28, 2013

Ms. Taffy Womack  
Administrative Assistant  
Office of the Secretary of State  
30 Trinity Street  
Hartford, CT 06106

Dear Ms. Womack:

This notice is being sent to advise your office that the Human Resources/Audit-Finance Committee Meeting of the Connecticut Health and Educational Facilities Authority (CHEFA) is scheduled for Tuesday, April 16, 2013 at 11:00 a.m.

The Draft Agenda is as follows:

1. Approval of Minutes – Combined Committee Meeting of April 18, 2012
2. Approval of Minutes – Human Resources Committee Meeting of October 17, 2012
3. Approval of Minutes – Audit-Finance Committee Meeting of September 19, 2012 and  
January 16, 2013
4. Review of Proposed Staff Compensation and Benefits Package for FY 2014
5. Executive Session – Personnel Matter
6. Approval/Acceptance of the following Audit Reports:
  - a. Payroll & Personnel
  - b. Bond Covenants Analysis Function
  - c. IT General Controls
7. Discussion/decision about including CHESLA in the Internal Audit Risk Assessment and Audit Plan

Sincerely,

Jeffrey A. Asher  
Executive Director

cc: Debra Pinney

2013 APR - A 9:57  
SECRETARY OF THE STATE  
LEGISLATION & ELECTIONS  
ADMINISTRATIVE SERVICES