CITY OF NORWALK
BOARD OF ETHICS
REGULAR MEETING
JUNE 30, 2016

ATTENDANCE: Michael Church, Chair; Miklos Kolezar, Esq.; Haroldo Williams; Kara A.T. Murphy, Esq.; Michelle Coppola

ABSENT: Antoinette Williams; Rev. Henry G. Floyd

OTHERS: None

CALL TO ORDER

Mr. Church called the meeting to order at 6:35 p.m.

As no one was present from Telesco Secretarial Services to take the minutes, Ms. Murphy volunteered. There was no objection by the Committee members.

As there was a new member present, Ms. Coppola, Mr. Church welcomed her to the Board, and requested that the other Board members introduce themselves and provide brief summaries of their backgrounds.

ROLL CALL

Mr. Church called the roll. A quorum was present.

PUBLIC PARTICIPATION

No one was present from the public.

ACCEPTANCE OF THE MINUTES

****Mr. Church moved to accept the meeting minutes of February 11, 2016.**

****Mr. Williams seconded.**

There was no discussion.

****The Motion to approve the Minutes of the February 11, 2016 meeting as submitted was passed by Mr. Church and Mr. Williams. Mr. Kolezar, Ms. Murphy, and Ms. Coppola abstained.**

Mr. Church then turned to the meeting minutes of April 28, 2016.

**** Mr. Church moved to accept the meeting minutes of April 28, 2016.**

**** Ms. Murphy seconded.**

There was no discussion

****The Motion to approve the Minutes of the April 28, 2016 meeting as submitted were passed by Mr. Church, Ms. Murphy, and Mr. Williams. Mr. Kolezar and Ms. Coppola abstained.**

Mr. Church then turned to the meeting minutes of May 26, 2016.

*****Mr. Church moved to accept the meeting minutes of May 26, 2016.**

**** Ms. Murphy seconded.**

There was no discussion.

****The Motion to approve the Minutes of the May 26, 2016 meeting as submitted were passed by Mr. Church, Ms. Murphy, and Mr. Williams. Mr. Kolezar and Ms. Coppola abstained.**

OLD BUSINESS

Mr. Church noted that the Board does not meet in July and August. Accordingly the next meeting will be in September.

Mr. Church discussed the history of the Board of Ethics. He noted that the Code of Ethics needs to be updated as the members have noticed practical issues in its administration. He also noted that he would like the board members to spend July and August reviewing and exchanging comments via email regarding possible revisions to the Code of Ethics. Any possible revisions to the Code of Ethics must be reviewed by the Corporation Counsel and are subject to approval by the Common Council.

In addition, Mr. Church would like the board members to consider other practical issues such as education of City leadership (Mayor, Common Council), Department leadership, City employees, and the Public with regard to the Code.

Ms. Coppola and Mr. Williams noted that the corporate practice with regard to a code of ethics is different. Corporate employees are regularly educated on the corporate code of ethics, and may be subject to annual testing on the code of ethics.

Mr. Kolezar noted that when the Board attempted to provide an education session on the Code, it was poorly attended. He further noted that City leadership (Mayor, Common Council) and Department leadership must be involved in the enforcement of education.

The members discussed the proper procedure with regard to education of City employees, and agreed that the Mayor, Common Council President and Corporation Counsel must be aware of the Committee plans with regard to education. The members also discussed approaching the leadership of individual departments with regard to education of department staff.

Ms. Coppola recommended a timetable for goals on these issues. Mr. Church agreed and recommended the following timetable: All members will have comments regarding Code revisions and education ready by the September 2016 meeting; All questions, procedures, and proper steps will be resolved by the October meeting; and commencing in November or December 2016, the Board will meet with the Mayor, Common Council President, Corporation Counsel and Department leadership regarding the revisions to the Code and education of City Employees. All members of the Committee agreed with the conceptual timetable.

NEW BUSINESS

Mr. Kolezar raised a question regarding the timing of the meetings. He recommended a later meeting time of 7:00 p.m. in order to accommodate the work schedules of the Board members. After discussion, the Board members agreed to a 7:00 p.m. meeting time.

EXECUTIVE SESSION

None.

ADJOURNMENT

** **Mr. Kolezar moved to adjourn the meeting.**

****Ms. Murphy seconded.**

** **The Motion to adjourn the meeting passed unanimously.**

The meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Kara A.T. Murphy

Member of Board of Ethics