

CITY OF NORWALK
BOARD OF ETHICS
REGULAR MEETING
APRIL 27, 2023

ATTENDANCE: Michael Church, Chair; Patricia Agudow, Pat Toni, Lori Torrano,

OTHERS: Atty. Brian Candela, Associate Corporation Counsel

CALL TO ORDER

Mr. Church called the meeting to order at 7:00 p.m. A quorum was present.

NEW INTRODUCTION

Mr. Church welcomed new member Pat Toni and asked her to give an overview of her background. Ms. Toni spoke of her life-long resident of Norwalk and involvement with civic organizations and summarized her career as a nurse and hospital administrator having served on the Hospital Ethics Committee for 17 years.

Mr. Church noted one of the key attributes of serving on the Board of ethics is confidentiality and explained the standard response to questions of claims is no confirmation or denial.

PUBLIC PARTICIPATION

Atty. Candela said that there were no emails or requests to comment from the public for meeting participation.

ACCEPTANCE OF MINUTES – January 26, 2023

Ms. Toni noted the last motion on page 2 had Mr. Miklos, that should be Mr. Koleszar.

- ** MS. AGUDOW MOVED THE MINUTES OF THE JANUARY 26, 2023 MEETING AS AMENDED WITH CORRECTION NOTED.
- ** MR. CHURCH SECONDED.
- ** THE MOTION PASSED WITH TWO ABSTENTIONS (TONI, TORRANO)

NEW BUSINESS

Mr. Church said he had requested that meetings be held in person, but that the City is not able to accommodate hybrid meetings at this time, so meetings will continue to be held as Zoom conferences until further notice.

OLD BUSINESS

Discuss Board of Ethics' draft slides concerning education and training programs for the City and its Officers and Employees.

Atty. Candela summarized that the Board has completed edits of slides for the following sections of the Code of Ethics: 32.9-10, 11, 14, 15, 16, 17, 18.

The Board then reviewed the following sections and made several notes for clarifications:

- 32-1 Title Administration
- 32-2 Declaration of Policy
- 32-3 Definitions

There was discussion on wording to reduce the amount of text and to address the bullet points in the first person using "You..." rather than Officers/Employees, etc. Atty. Candella agreed to review the slides and provide edited versions for the next meeting.

The Board then previewed the following sections:

- 32-5 Prohibited Representations

There was further discussion on the date for the training and how the presentation would be done to enforce compliance with employee requirements. Atty. Candela explained that H.R. wants the presentation to be completed first, then the training can be scheduled. Mr. Church read from the Code of Ethics that the Board's charge is to provide a presentation for employee and officer training. He explained this task is not to enforce implementation but to create a power point presentation for training.

Mr. Church asked who would do an independent review, and Ms. Torrano offered to review this and bring back recommended edits to the Board for approval.

- ** MR. CHURCH MOVED TO DO AN INDEPENDENT REVIEW OF SECTIONS 32.5-6
AMD BRING RECOMMENDED EDITS TO THE BOARD FOR APPROVAL.
- ** MR. TORRANO SECONDED THE MOTION.
- ** MOTION PASSED UNANIMOUSLY.

Atty. Candela mentioned that the state has seminars on municipal ethics that he has attended in the past. Mr. Church asked for the schedule of future presentations and virtual seminar options that might be available. There was further discussion on how the slides can reference the code and Citizens Guide without repeating the legal wording, with the goal of simplifying the context.

Atty. Candela displayed the slide for Section 32-8 and noted that it was very complex. Mr. Church offered to do an independent review, and bring back his recommended edits to the Board for approval.

Mr. Church said that the Board Members should keep in mind that these slides are for the purpose of a training session and the actual code and the Citizen's Guide to Ethics will be provided to the City employees and officers.

Atty. Candela will email links to the City codes and Citizen's Guide documents.

OTHER BUSINESS

Mr. Church asked Ms. Agudow to report on the League of Women Voters event that she recently attended. She shared that it was a great 'meet and greet' gathering of City officials and it was good to meet members of committees. Ms. Agudow sent an extended summary concerning the League of Women Voters' event.

EXECUTIVE SESSION

There was no Executive Session.

ADJOURNMENT

There was no further business and the meeting was adjourned at 8:25 p.m.

Respectfully submitted

M. Knox
Telesco Secretarial Services