

**CITY OF NORWALK
BOARD OF ETHICS
REGULAR MEETING
MARCH 28, 2024**

ATTENDANCE: Pat Toni, Michelle Sawyer, Kathryn Williams, Anne Wennerstrand

STAFF: Atty. Brian Candela, Associate Corporate Counsel

CALL TO ORDER

Atty. Candela greeted everyone and introduced the new members. There was a quorum present. He explained that the Chair and Vice Chair were not able to attend the meeting. However, he noted that the Board now had a full complement for the first time in a long time. Atty. Candela called the meeting to order at 7:03 p.m.

PUBLIC PARTICIPATION

Atty. Candela said that Ms. Toni was the only Board Member present at the last meeting.

**** MS. TONI MOVED THE MINUTES OF THE JULY 27, 2023 WITH NO REVISIONS.**

**** MS. SAWYER SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

OLD BUSINESS

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

Atty. Candela said that the last time the Board had met, they had approved most of the slides for the Code of Ethics, but had four slides that were remaining.

Atty. Candela then displayed a two page slide for Section 32-9 – Specific Violations. The Board Members present reviewed the text on the slide. A discussion followed about whether the slide should be limited to a reference to another section of the Code or retain the longer text. Discussion followed and Atty. Candela made the changes that the Board Members suggested.

**** MS. TONI MOVED TO APPROVE THE LANGUAGE CHANGES IN SLIDE 32-9 SPECIFIC VIOLATIONS AS DISCUSSED.**

**** THERE WAS A SECOND.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Board then reviewed the slide for 32-13 Effect of Violations and discussed potential changes, which Atty. Candela noted.

**** MS. SAWYER MOVED TO APPROVE THE LANGUAGE CHANGES FOR SLIDE 32-13 SPECIFIC VIOLATIONS AS DISCUSSED.**

**** MS. WILLIAMS SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Board then reviewed the slide outlining Section 32-4 Conflict of Interest. The discussion moved to defining “Business Associate”. Atty. Candela then outlined the process for adding a new definition to the Code.

The discussion then moved to the appointment of an immediate family member to a city position or actions that might benefit an employee. Atty. Candela explained for the record that he included one of the eight examples from the full Code of Ethics. The Board suggested some language changes and the example from the full Code was eliminated.

The Board then discussed the issues and concerns around elected officials serving on a Board of a non-profit. Atty. Candela pointed out that if someone asks about the Code of Ethics, it will be important to clarify the fact that the Code is not an exhaustive list and is not all inclusive.

Atty. Candela then reviewed the revisions and changes with the Board Members. He noted that Ms. Williams was no longer on the call, which means there was no longer a quorum present. When a quorum was present, they discussed Sections 32-9 and 32-13. He said that he would save the changes in Section 32-4 for the next meeting and then they can make any additional changes. The final versions for 32-9 and 32-13 will be sent to the Board Members.

NEW BUSINESS

This was not considered at this time due to a lack of quorum.

EXECUTIVE SESSION

This was not considered at this time due to a lack of quorum.

ADJOURNMENT

**** MS. WENNERSTRAND MOVED TO ADJOURN.**

**** MS. TONI SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:16 p.m.

Respectfully submitted,
S. L. Soltes
Telesco Secretarial Services

City of Norwalk
Board of Ethics
Regular Meeting
March 28, 2024