CITY OF NORWALK
BOARD OF ETHICS REGULAR MEETING
FEBRUARY 27, 2025
ZOOM VIRTUAL MEETING

ATTENDANCE: Michelle Sawyer, Patricia Toni, Patricia Agudow, Amy Ayala

STAFF: Brian Candela, Esq.

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

Mr. Candela discussed the recordings, which are brief synopses of various sections in the Code of Ethics. He stated that once they are complete, they will be submitted and posted on the Code of Ethics website along with a citizen's guide and the code itself. He indicated that the next step would be a symposium or seminar explaining the code.

II. ROLL CALL

The roll was called as reflected above

III. ACCEPTANCE OF MINUTES

A. Draft minutes from the September 26, 2024 Board of Ethics meeting

Ms. Toni said that the word chairman should be removed from the attendance portion of the minutes.

** **MS. AGUDOW MOVED TO APPROVE THE MINUTES AS AMMENDED.**
** **MS. TONI SECONDED THE MOTION**
** **THE MOTION PASSED UNANIMOUSLY**

IV. PUBLIC PARTICIPATION

There was no public participation.

V. OLD BUSINESS

A. Discuss the Board of Ethics' slides and the accompanying education/training programs for the City and its Officers and Employees

Mr. Candela explained that five sections still needed to be summarized in short videos. He stated this was to provide members of the public and city employees with a synopsis of what each section of the code means.

Ms. Agudow was interested to know where the slides would be posted. Mr. Candela stated it was his understanding that when the videos were complete they would be sent to HR for review and then be uploaded to the Board of Ethics city website. He remarked they had reached out to multiple departments for help getting everything finalized. Now it was just a question of promotion. Mr. Candela suggested putting together the board members' thoughts on the subject. He continued by saying these thoughts could be presented at the next meeting. Ms. Sawyer noted that as long as the videos are on the ethics page other pages on the website can provide a link to them.

Mr. Candela went on to describe what the videos would entail. He asked if the board members would take on producing the last five videos.

Ms. Agudow stated she would like to see a strong recommendation as to how the material would be promoted. She questioned whether the material would be optional or required.

Ms. Sawyer offered to compile the member's thoughts and ideas. She stated she would then submit them to the board for approval before bringing them up at the next meeting. Mr. Candela noted to avoid a possible FOIA violation members could make a list and send it to him. He then stated he could send out a summary. For the sake of transparency, the items would then be discussed at the next meeting. He pointed out that whether it would be mandatory or recommended would be up to HR or the Mayor's office.

VI. NEW BUSINESS

There was no new business to discuss.

VII. DISCUSSION

There was no discussion on other topics.

VIII. ADJOURNMENT

** **MS. SAWYER MOVED TO ADJOURN THE MEETING.**
** **MS. AGUDOW SECONDED THE MOTION.**
** **THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:30 p.m.

Respectfully submitted
China Mayhew
Telesco Secretarial Services.