

**CITY OF NORWALK  
BOARD OF ETHICS  
REGULAR MEETING  
APRIL 28, 2022**

ATTENDANCE: Michael Church, Chair; Miklos Koleszar, Esq.; Kara Murphy, Esq.; Haroldo Williams

STAFF: Brian Candela, Esq.

**I. ROLL CALL**

Mr. Church called the roll, noting that Mr. Williams, Mr. Koleszar, Ms. Murphy were present.

**II. NEW INTRODUCTION**

There was no action on this item.

**III. PUBLIC PARTICIPATION**

There was no action on this item.

**IV. APPROVAL OF MINUTES**

**February 24, 2022**

\*\*p2 paragraph 2 remove word “just” from sentence so sentence reads, “Mr. Williams stated that it would be important that the staff members get an overview of the code of ethics.”

**\*\*MS. MURPHY MOTIONED TO APPROVE THE MINUTES AS AMENDED**

**\*\*MS. KOLESZAR SECONDED**

**\*\*MOTION PASSED UNANIMOUSLY**

**V. OLD BUSINESS**

There was no action on this item.

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## VI. NEW BUSINESS

*Discuss Board of Ethics' draft slides concerning education and training programs for the city and its Officers and Employees. Sections 32-12 and 32-17.*

Mr. Candela shared the slides titled Section 32-12 Ethics Complaint Process. Mr. Church said that these bullet points were examples of how the process should work to keep the conversation efficient. He noted that the bullets would have voiceover on videos that they shared. He said they'd broken it down to pods and thought that each pod should have its own short video. He said it would help consumers, staff and elected officials in Norwalk.

He said that he hoped to break the Board into groups between this meeting and the next to flesh out the plans, and then bring them back and talk the full Board through their pod. Mr. Church shared his outline for 32-14.

Ms. Murphy said that 32-12 was more involved, and others were very simple. Mr. Candela noted that 32-17 was particularly short. Mr. Church shared further examples, reiterating that he wanted Board members to take ownership.

Ms. Murphy suggested each section be its own PowerPoint, so it would be easy to merge them all.

Same log in credentials show progression. Certification at end of 18 sections. Mr. Church said he wanted to get content in place

Mr. Candela shared the pod breakdown.

- Mr. Williams with Ms. Torrano: Pod One
- Mr. Koleszar: Pod 3
- Mr. Church: Pods 2 and 4

Mr. Church noted that Ms. Murphy had already done Pod 5 and that it was the most difficult. He asked the Board to bring them back to the group next month to review but should discuss amongst themselves as they worked. He said they should plan to discuss each pod for approximately 15 minutes. He said they would design the PowerPoints after the Board agreed on the content and language.

Mr. Candela noted that the next meeting was May 26, and he asked if everyone could send their pods by May 25 to be posted. Mr. Church said he would check in with each Board member midway through the month.

Mr. Koleszar asked what the finished product would look like. Mr. Church said when they had the material, they'd figure out how to disseminate. He said the goal was to create a video presenting each pod and that each pod would post on YouTube on its own. Mr. Candela said that when they

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were ready, they would invite someone from the IT department to talk about how they would build the pods. Mr. Church said it would be good to have them come in June.

Mr. Koleszar asked if it was audio and video of the presenter. Mr. Church said he thought it would be voiced over, as opposed to the presenting board member being on camera, but they could discuss. Mr. Koleszar said they should cut back to a person periodically in the presentation.

Mr. Williams asked if all the pods had been assigned. Mr. Church said that he would send out the ones that were already done. He said that he was sharing examples, not final versions. He reviewed who was assigned to each pod and confirmed that they were all assigned. He reiterated that they should all consider sharing their pods with another board member as they work.

### **VII. EXECUTIVE SESSION**

There was no action on this item.

### **V. ADJOURNMENT**

**\*\*MS. MURPHY MOTIONED TO CLOSE**

**\*\*MR. WILLIAMS SECONDED**

**\*\*MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 7:40pm.

Respectfully submitted,

L Grassilli

Telesco Secretarial Services.