

## Minutes of the Open Meeting of the New York City Conflicts of Interest Board

**Date:** September 28, 2023

**Present:**

Board Members: Chair Milton L. Williams Jr. and Members Fernando A. Bohorquez Jr., Wayne G. Hawley, Ifeoma Ike, and Georgia M. Pestana

Board Staff: Anita Armstrong, Ethan A. Carrier, Christopher M. Hammer, Carolyn Lisa Miller, Katherine J. Miller, Yasong Niu, Jeffrey Tremblay, Florence Watson, Katherine J. Weall, Maryann White, and Clare Wiseman

Guests: None

---

The open meeting was called to order by the Chair at approximately 9:40 a.m. to discuss proposed amendments to Board Rules Chapter 2 regarding the Board's procedural rules for enforcement actions.

### **Board Rules Chapter 2**

After a brief introduction by Staff, the Board and Staff discussed the following changes:

- § 2-03(c)(2): Revise “on consent of the respondent or respondent’s representative” to “on consent of the opposing party.”
- § 2-03(f)(4): Replace entire paragraph with: “Closing statements may be made orally or in writing. Respondent or respondent’s representative will make a closing statement first, after which the enforcement attorney will make a closing statement. Written closing statements may not exceed 30 double-spaced pages.”
- § 2-03(i): Replace “introduced” with “admitted.”

A motion was made and seconded to adopt the proposed amendments to Board Rules Chapter 2 with the discussed changes. The motion was passed by a vote of 5-0.

The open meeting was adjourned at approximately 9:46 a.m.

Respectfully submitted,  
Katherine J. Miller  
Recording Secretary