



Lorraine Cortés-Vázquez  
Commissioner

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March 31, 2025

Ethan Carrier  
General Counsel  
New York City Conflicts of Interest Board  
2 Lafayette Street  
New York, NY 10007

Dear Mr. Carrier:

This letter serves to notify the Conflicts of Interest Board ("COIB") that in accordance with COIB Rule 1-07(d), the Department for the Aging ("NYC Aging") is retaining former employee Steven Wilkinson as a consultant. Mr. Wilkinson's employment with NYC Aging concluded on December 27, 2024, and he is being retained as a consultant for the purpose of continuing work left unfinished at the time Mr. Wilkinson separated from NYC Aging.

Mr. Wilkinson is being retained through the end of this fiscal year, which is no longer than reasonably necessary given the City's current hiring processes. Retaining Mr. Wilkinson is necessary because he possesses professional skills and subject-matter expertise that other NYC Aging employees currently do not. Specifically, Mr. Wilkinson was instrumental in the planning and execution of the agency's *Talent is Timeless* citywide talent competition for older adults, by virtue of his many years working in aging services, and, when he separated from NYC Aging, Mr. Wilkinson was in the midst of planning for this year's event. Mr. Wilkinson's experience, professional skills and expertise in the nuances of planning and implementation of this event will continue to be essential in helping to plan this year's agency event.

Under the consulting agreement, Mr. Wilkinson will be compensated at a rate of \$100 per hour, which is comparably equal to his annual salaried rate when he was employed at NYC Aging.

If you have any questions, please contact General Counsel, Penney Vachirapapun, at [pvachirapapun@aging.nyc.gov](mailto:pvachirapapun@aging.nyc.gov).

Sincerely,

A handwritten signature in black ink that reads "Lorraine Cortés Vázquez". The signature is written in a cursive, flowing style.

Lorraine Cortés-Vázquez  
Commissioner