This will be an electronic meeting conducted in accordance with the Board’s Statement of Procedures. Members of the public wishing to participate in this meeting electronically should call 1-888-432-2777, extension 2 at least 30 minutes prior to the beginning of the meeting to make arrangements to participate. Reasonable access to electronic equipment will be provided in the Town of Greenwich to those who may require it. Such persons must call at least 8 hours in advance and will be subject to all applicable requirements for public access to the facilities.

A G E N D A

1. Call to Order

2. Approval of Minutes
   a. December 7th, 2021
   b. January 5th, 2022

3. Report of Chair
   a. Temporary FOIA Rules For Electronic and Hybrid Meetings
   b. Safe Harbor Policy Initiative

4. Continuing Items
   a. 1st Selectman’s request for recommendations concerning referrals by Town entities and officers
i. Under what circumstances does the occasion for referrals and recommendations arise?

1. Requests from public
   a. Persons needing help with applications
   b. Persons seeking benefit of Town expertise
   c. Persons requesting recommendations for vendors or professional services
   d. Persons from out of Town with problems and issues in Town (e.g. children with elderly parents)
   e. Others

2. Implied referrals
   a. Licensing
   b. Supervised activities
   c. Coaches and teachers
   d. Contractors and consultants
   e. Persons serving on board and Commissions

ii. Distinguishing between personal, quasi-official and official recommendations

1. Procedures
   a. Creating directories
   b. Procedures for rating performance
   c. Script for use in distinguishing personal recommendations from official recommendations
d. Rules clarifying when and how recommendations can be made

e. Statements of Policy

b. Examples from other entities
   i. State Ethics Commission
   ii. Federal Ethics in Government Act
   iii. Other state and municipal practices
   iv. Corporate best practices

5. Motion to proceed in Executive Session

6. Executive Session:
   a. Review of reported violations of Code
   b. Preliminary Investigation

7. Adjournment

In accordance with the Board's Statement of Procedures, video, audio and stenographic records of all or a portion of the Board's meetings may be made at the expense of the person requesting such records. Copies of any such records will be required to be provided to the Board and will be available upon request to the extent required by the Connecticut Freedom of Information Act. Persons otherwise seeking to obtain a transcript of the Board's meetings are referred to the draft and final minutes, which summarize the Board's proceedings and are filed as required in the Agenda and Minutes Center on the Town of Greenwich website.