



CITY OF NEW YORK  
CONFLICTS OF INTEREST BOARD

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MEMORANDUM

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**TO:** Agency Heads, Agency Counsel, Agency Training Contacts

**FROM:** Alex Kipp, Director of Training and Education

**DATE:** March 14<sup>th</sup>, 2016

**RE:** Call for Nominations: Twenty-Second Annual Citywide Ethics Seminar - Sheldon Oliensis Ethics in Government Award

Dear Colleagues,

The Twenty-Second Annual Citywide Seminar on Ethics in New York City Government will be held on Tuesday, May 17<sup>th</sup> at New York Law School. As part of the seminar's plenary session, the New York City Conflicts of Interest Board will present its fourteenth "Ethics in Government" Award. The deadline for submission of nominations is April 11<sup>th</sup>, 2016.

The award recognizes agencies and individuals who advance the goal of Chapter 68 of the New York City Charter, the City's conflicts of interest law, "*to preserve the trust placed in the public servants of the city, to promote public confidence in government, to protect the integrity of government decision-making and to enhance government efficiency.*" (Charter § 2600.) Previous recipients are Allen Fitzer of the Office of the Comptroller; Rose Gill Hearn of the Department of Investigation; Samantha Biletsky of the Department of Education; Marla Simpson; Rose Tessler, Jonathan Wang, and Daisy Lee Sprauve of the Department of Health; Ricardo Morales; the Department of Buildings; the Department of Transportation; the Department of Environmental Protection; the Department of Investigation; Saphora Lifrak of the City Council; The Center for New York City Law at New York Law School; and the late Sheldon

Oliensis, the Board's former chair, in whose memory the award is now named.

Nominees for the award should demonstrate a commitment to informing and educating agency personnel about the City's ethics law and to making resources available to provide employees with advice on the law's specific requirements. Selection criteria for the award include the following:

- Including information on Chapter 68 in orientation programs for new employees, and making conflicts of interest information and materials, including the Board's training, advice, and enforcement publications, available to all staff, either on-line or in print.
- Conducting ongoing training programs on the conflicts of interest law for agency staff (led by COIB or the agency's training or legal staff). Such programs should include the basic ethics requirements for employees under the law (or the agency's rules, if those rules are more stringent), and information on how employees may get advice concerning the law from the agency and/or COIB.
- Designating and supporting the work of an ethics liaison, who serves as a contact for COIB and an information resource for agency staff, and designating agency staff to participate in COIB's annual Citywide seminar.
- Assisting designated staff and COIB with timely and accurate filing of annual disclosure reports, and filing with COIB the list of personnel required to file such reports.

Nominations of individuals or agencies for the award may be sent to Alex Kipp, Director of Training and Education, COIB, 2 Lafayette Street, Rm. 1010, New York, NY 10007; or to [kipp@coib.nyc.gov](mailto:kipp@coib.nyc.gov), no later than **April 11<sup>th</sup>, 2016**. For more information, please call 212-442-1421.