



**THE CITY OF NEW YORK
BRONX COMMUNITY BOARD 6**

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Honorable Vanessa L. Gibson, Bronx Borough President

MS. EVONNE CAPERS
Board Chairperson

MR. RAFAEL MOURE-PUNNETT
District Manager

Executive Committee Meeting Minutes

Wednesday, September 7, 2022

The Executive Committee met on Wednesday, September 7, 2022 through Zoom Audio and Video Conference. The following board members were present at this meeting: Clarita Bailon, Michelle Bialeck, Nicole Carter, [Margarita Espinosa](#), [Frank Franz](#), [Maria Garcia](#), [Lanell Gardenhire](#), [Maria Latimer](#), Magdamary Marcano, Floretta O'Brien, Rosa Peraza, Reggie Powell, [Carmen Rivera](#), [Kristine Rivera](#), [Lisa Sanchez](#), [Gil Simmons](#), Lillie Steed, and Jacquetta Whaley.

The following information was discussed:

- **Discussion on staffing and resignation of Community Associate Sanzida Talukder**

The committee was informed about the recent resignation of Community Associate Sanzida Talukder. District Manager Moure-Punnett informed us that the search process for a Community Associate candidate will be put on hold until further notice. In the meantime, the community board will be hiring two interns to assist with the office operations and participatory budgeting outreach.

- **Update on Comptroller's Audit of the Bronx Community Boards**

The committee was informed about the audit report on the twelve Bronx Community Boards' compliance with New York City Charter and New York City Administrative Code Requirements for public meetings and hearings, and for websites. The audit report showed that the Bronx Community Boards generally complied with the City Charter requirements to set aside time to hear from the public at public meetings and to maintain a website which provides board contact information. However, our audit found that not all of the 12 Bronx Community Boards complied with the City Charter requirements relating to public meetings and hearings and to maintaining websites. Additionally, the audit found that not all of the Bronx Community Boards fully complied with New York City Administrative Code (NYC Administrative Code) requirements relating to maintaining websites. Specifically, some Bronx Community Boards did not consistently maintain websites that are translatable into the seven most commonly spoken languages in New York City, and did not maintain websites which were fully accessible for persons with disabilities. The committee was informed that based on their findings, our community board should ensure that public notice of all general board meetings is given to news media outlets and posted in public locations. The office staff will post the meeting notice in the Municipal Bergen Building (district office location) and in the Friends of Tremont Park's

bulletin board located in Walter Gladwin Park in addition to sharing it electronically with our email listing that includes our media outlet contacts as part of their recommendations. It was also recommended that our community board contact our website platform vendor to ensure that our website include a translation feature that allows the text of our website to be viewed in the seven most commonly spoken languages in the City and are fully accessible to persons with disabilities as per the WCAG 2.0 Level AA standard. Our website now includes the require translation feature. As recommended, we will be meeting with our website vendor in the upcoming days to ensure that our website becomes fully accessible to persons with disabilities.

- **Discussion and review of Community Coordinator Carla Leon’s grievance for compensation**

The committee was informed that Community Coordinator Carla Leon filed a grievance on May 16, 2022. The grievance stated “There has been a violation, misinterpretation or misapplication of the SSEU Local 371 contract, including but not limited to Article VI Section 1c, in that the grievant, Carla Leon, who’s is a Community Coordinator that has been doing the duties and responsibilities of a District Manager since January 3, 2022 to present. As a remedy, the grievant is seeking the difference in salary between Community Coordinator and District Manager and all other remedies deemed to be just and proper.” On July 16, 2022, a Step II grievance was submitted stating “Unsatisfactory response or no response from Step I. Member is appealing to Step II.” The committee discussed Ms. Leon’s performance during the time she was Acting District Manager and it was expressed that Ms. Leon did an outstanding job. The committee also mentioned that Ms. Leon was Acting District Manager from January 2021 to April 2021 while the former District Manager was on a leave of absence. Therefore, Board Members agreed that Ms. Leon should be compensated for the time that she was doing the duties and responsibilities of a District Manager as she is requesting in her grievance. After further discussion of the difference in salary between Community Coordinator and the District Manager, a dollar amount for compensation was determined. The committee will review the fiscal year’s operating budget to determined how the compensation will be executed at the next Executive Committee meeting. After that, District Manager Moure-Punnett will then reach out to the Borough President’s Office and Local 371 to move forward with the negation process for compensation.

A motion to compensate Community Coordinator Carla Leon for the duties and responsibilities of a District Manager from January 3, 2022 to July 4, 2022 with a bonus of \$15,000 was made by Mr. Gil Simmons, seconded by Ms. Maria Garcia, and adopted by a vote of eight in favor, zero abstentions, and zero oppositions.

A motion to amend the compensation to Community Coordinator Carla Leon for the duties and responsibilities of a District Manager since January 3, 2022 to July 4, 2022 from \$15,000 to \$31,000 was made by Mr. Gil Simmons, seconded by Ms. Maria Garcia, and adopted by a vote of five in favor, two abstentions, and one opposition.

- **Update on New York State Open Meetings Law**

The committee was reminded that at the June Community Board Meeting it was determined by a vote that we return to in-person meetings. The executive order that was signed that suspended the portion of New York State law requiring meetings to take place in person, and

authorized public meetings to be held virtually was extended. The committee was also informed of the hybrid meeting and virtual options.

- **Proposed Amendments to Bronx Community Board #6 By-Laws Article 4**

The committee was informed that there were two proposed by-laws amendments that were submitted in writing to the Chairperson and they will be presented at the Community Board Meeting of September 14, 2022 and then voted at the Community Board Meeting of October . The proposed by-laws amendments are in reference to Article 4, Section 1 and 2. A one-pager of the current wording and proposed amendments will be given to the board members for review.