I. Motion to Conduct in Executive Session

"Because the Committee will be discussing matters which may lead to the discipline of a particular person, I hereby move – pursuant to the provisions of Public Officers Law §105 – that this Committee conduct its meetings relative to this matter in executive session at which only the members of this Committee and its counsels may be present."

II. Distribution of Materials

* Minutes

A. Complaint

B. Correspondence
   • Response

C. Assembly Sexual Harassment Policy

D. Legal Guidance
   • EEOC Enforcement Guidance
   • Sexual Harassment in the Workplace

E. Rules/Statutes relative to conduct of Committee Activities
   • Rule IV §2(d) of the Assembly Rules
   • Public Officers Law, §105
   • Legislative Law §62-a
   • Civil Rights Law §73

F. Miscellaneous

G. Information from Staff
   ➢ Intake Notes
   ➢ Investigators' Report
IV. Discussion

A. New Information

B. Status of Investigation

- Additional evidence or interviews?
- Additional research?
- Findings?

C. Range of recommended action

1. No sanction
2. Removal as Chair/Ranker of Committee
3. Loss of seniority and rights attended thereto
4. Fines (no explicit authority)
5. Written admonition by the Speaker
6. Censure resolution by the body
7. Expulsion (questionable authority)
8. Proposed policy changes
9. Reduce staff allocation
10. Training

C. Letter to Speaker?

V. Scheduling of additional meeting?

Tentative date –