



ALBANY COMMON COUNCIL
ETHICS AND WORKFORCE CULTURE AD-HOC COMMITTEE MINUTES
Meghan Keegan, Chair

Meeting called by: Meghan Keegan, Chair | Date: October 9, 2025 | Time: 6:06 PM

Committee Members Present: Keegan, Chair ☒ | Adams ☒ | Johnson ☒

City Personnel Present: Bryan Jimenez (Legislative Director); Robert Magee (Corporation Counsel), Arianna Costello (9th Ward Intern)

Minutes

Agenda Item(s):

- Ethics & Workforce Culture Review update
- City of Albany's Workplace Culture Audit discussion

Public Comment:

No public comment was heard.

Discussion:

- Committee Chair Meghan Keegan provided updates on behalf of the Ad-Hoc Committee.
 - She noted that a memo was submitted, to which a response from Corporation Counsel was received. The Committee also met with the Chief City Auditor's Office to discuss the scope of the audit.
- Committee Chair Keegan reviewed the audit plan that will look at potential differential treatment of employees from January 1, 2019 to December 31, 2024. Once that is approved, the next steps include posting for a request for proposal (RFP) and selecting a firm who will complete the audit.
- Committee Member Adams noted that the objectives align well with the goal and asked for clarification on the next steps.
 - Committee Chair Keegan shared that the RFP would go through Corporation Counsel for their review of the scope of the audit and the appropriate fund use.
 - Committee Chair Keegan noted that the funds for the RFP were to be used within Fiscal Year 2025 or else they would need to be reallocated for FY 2026.
 - Committee Member Adams asked if there were concerns with the timeline, to which Committee Chair Keegan noted that if the RFP process were to be started in FY 2025, there should not be concerns, hence why she pushed for this months ago.
- Committee Chair Keegan shared that she had a conversation with the Commissioner of Administrative Services for recommendations on training for department staff. She also confirmed that the City of Albany invested in sending labor relations leadership from the

Department of General Services, the Albany Water Department, and Administrative Services to pursue certification Cornell's School of International Labor Relations.

- Committee Chair Keegan noted that the amount allocated in FY 2025 for the RFP should be \$75,000.

Adjourn:

Committee Member Adams moved to adjourn meeting, which was seconded by Committee Member Johnson and passed by voice vote. The meeting adjourned at 6:14 PM.

Meeting Link:

<https://www.youtube.com/watch?v=%20&t=9363s>

Respectfully Submitted,
Carly Johnson
Junior Legislative Aide