CENTER *for* JUDICIAL ACCOUNTABILITY, INC.

May 11, 2021

TO: New York City Public Advocate Jumaane Williams
           New York City Council

FROM: Elena Sassower, Director
           Center for Judicial Accountability, Inc. (CJA)

RE: FOIL – Procedures required to be established by the public advocate pursuant to
           Section 24(g) of the New York City Charter

Section 24(g) of the New York City Charter states:

> "<u>The public advocate shall establish procedures for receiving and processing
> complaints, responding to complainants, conducting investigations, and reporting
> findings, and shall inform the public about such procedures.</u> Upon an initial
> determination that a complaint may be valid, the public advocate shall refer it to the
> appropriate agency. If such agency does not resolve the complaint within a
> reasonable time, the public advocate may conduct an investigation and make specific
> recommendations to the agency for resolution of the complaint. If, within a
> reasonable time after the public advocate has completed an investigation and
> submitted recommendations to an agency, such agency has failed to respond in a
> satisfactory manner to the recommendations, the public advocate may issue a report
> to the council and the mayor. Such report shall describe the conclusions of the
> investigation and make such recommendations for administrative, legislative, or
> budgetary action, together with their fiscal implications, as the public advocate
> deems necessary to resolve the individual complaint or complaints or to address the
> underlying problems discovered in the investigation." (underlining added).

As I am unable to locate such promulgated "procedures" on the public advocate's website:
https://www.pubadvocate.nyc.gov/, I request same, pursuant to FOIL – and particularly with regard
to "procedures for…processing complaints, responding to complainants" – and "inform[ing] the
public about such procedures".

Thank you.