

STATE OF CONNECTICUT

OFFICE OF STATE ETHICS

CITIZEN'S ETHICS ADVISORY BOARD OFFICE OF STATE ETHICS 165 Capitol Avenue, Suite 1200, Hartford, CT 06106

MINUTES OF THE NOVEMBER 17, 2022 REGULAR MEETING

The Citizen's Ethics Advisory Board ("Board") of the Office of State Ethics ("OSE") held a Regular Meeting on Thursday, November 17, 2022.

Chair of the Board, Dena Castricone, called the meeting to order at 1:01 p.m.

The following Board members were present:

Dena Castricone, Chair
Nichelle Mullins, Vice-Chair (virtual)
Mary Bigelow
Karen Christiana (virtual)

Jason Farrell (virtual)
Cheryl Lipson (virtual)
Laura Schuyler (virtual)

The following staff members of the OSE were present:

Peter Lewandowski, Executive Director
Brian O'Dowd, General Counsel
Mark Wasielewski, Ethics Enforcement Officer (virtual)
Marianne Sadowski, Deputy General Counsel (virtual)
Marc Crayton, Deputy Ethics Enforcement Officer

Diane Buxo, Assistant General Counsel (virtual)
Jennifer Montgomery, Assistant Ethics Enforcement Officer (virtual)
Carol Langevin, Associate Accounts Examiner
Ann Morgan, IT Analyst III
Al Alaaeldin, IT Analyst II (virtual)
Malissa Hurry, Paralegal
Melissa Hamilton, Paralegal and Clerk of the Board

The following topics were addressed during the meeting:

1. The minutes of the October 20, 2022 Regular Meeting were presented to the Board for approval.

On the motion of Ms. Lipson, seconded by Ms. Bigelow, the Board voted seven (7) to zero (0) to approve the minutes of the October 20, 2022 Regular Meeting.

2. The minutes of the October 14, 2022 Special Meeting of the Subcommittee on Municipal Ethics were presented to the Board's Subcommittee, comprising of Mary Bigelow, Charles Chiusano, and Cheryl Lipson, for approval.

On the motion of Ms. Lipson, seconded by Ms. Bigelow, the Board's Subcommittee voted two (2) to zero (0) to approve the minutes of the October 14, 2022 Special Subcommittee Meeting.

3. The minutes of the November 3, 2022 Special Meeting of the Subcommittee on Municipal Ethics were presented to the Board's Subcommittee, comprising of Mary Bigelow, Charles Chiusano, and Cheryl Lipson, for approval.

On the motion of Ms. Bigelow, seconded by Ms. Lipson, the Board's Subcommittee voted two (2) to zero (0) to approve the minutes of the November 3, 2022 Special Subcommittee Meeting.

4. Chair Castricone introduced the annual random drawing of client lobbyists for audit in 2023 and welcomed those joining the meeting for the Audit drawing. Information Technology Analyst III Ann Morgan was designated by the Chair to operate the Client Lobbyist Randomizer Computer Software and share her OSE laptop screen online, which will display the Client Lobbyist Randomizer operation and selection.

Deputy Ethics Enforcement Officer Marc Crayton explained his responsibilities within the Enforcement Division of the OSE, the Audit process, and the Audit drawing. He introduced Associate Accounts Examiner Carol Langevin to the lobbyist community, her role within the Enforcement Division, and noted that 30 client lobbyists will be selected for audit in 2023. Furthermore, Mr. Crayton shared that the Client Lobbyist Randomizer will be used to select the client lobbyists (registrants) subject to the 2023 Audit drawing. (This selection consists of client lobbyists registered between **January 1, 2020**, and **December 31, 2022**.) Forty (40) client lobbyists will be selected during the 2023 Audit drawing although only the first thirty (30) client lobbyists will be subject to the audit. The remaining ten (10) lobbyists will serve as alternates in the event any of the first thirty (30) selected client lobbyists were audited in the prior two audit periods. The audits will be conducted in the order that the client lobbyists were drawn.

The following client lobbyists were randomly selected for audit in 2023:

- 1) **The Connecticut Construction Industries Association, Inc.**
- 2) **GMP Real Estate Solutions**
- 3) **The Connection Fund, Inc.**
- 4) **Conair Corporation**
- 5) **Boys & Girls Village, Inc**
- 6) **Universal Health Care Foundation of Connecticut**
- 7) **NTE Energy**
- 8) **CT Chapter National Association of Housing and Redevelopment Officials**

- 9) Arcimoto
- 10) Connecticut Prevention Network, Inc.
- 11) Alliance of Health Care Sharing Ministries
- 12) Jand, Inc, dba Warby Parker
- 13) Clifford W. Beers Guidance Clinic, Inc.
- 14) Home Care Association of America
- 15) Covenant Health, Inc.
- 16) Christian Healthcare Ministries, Inc.
- 17) Palace Theater
- 18) Dandelion Energy.
- 19) CT Community Nonprofit Alliance
- 20) Gaffney Bennett & Associates
- 21) Governor's Prevention Partnership
- 22) SEIU CT State Council
- 23) Day Kimball Healthcare, Inc.
- 24) Google LLC and its Affiliates
- 25) CT Nursery & Landscape Association, Inc.
- 26) National Payroll Reporting Consortium, Inc.
- 27) CT Alliance of YMCAs
- 28) De Tomaso Automobili Limited
- 29) Tri-S Environmental Services, Inc.
- 30) Cigna Corporate Services LLC

The randomly selected client lobbyists to serve as alternates:

- 1) Yale University
- 2) AFSCME Council 4
- 3) CT Nurses' Assoc.
- 4) United States of Care
- 5) TruGreen
- 6) American Petroleum Institute
- 7) Eli Lilly & Co.
- 8) CropLife America
- 9) Wall Street Theatre Company
- 10) Pfizer Inc.

Chair Castricone informed the attendees at today's meeting that a PowerPoint presentation and an informational session will be available for all selected client lobbyists.

Mr. Crayton noted that the client lobbyist that was selected twentieth was in fact a business organization communicator lobbyist, and therefore that the first alternate client lobbyist, *Yale University*, will be added to 2023 audit list. It was further noted that *Yale University* was previously audited in the last three years; therefore, OSE will move to the second alternate client lobbyist, **AFSCME Council 4**, to be audited in 2023. The final list of 30 client lobbyists selected for audit in 2023 will be posted on the OSE's website shortly after the meeting.

5. Chair Castricone presented her chairperson's report, reminding the Board that no Uniform Administrative Procedure Act ("UAPA") hearings will be held in December, and presenting for adoption the proposed 2023 schedules for the regular Board meetings and UAPA hearings.

On the motion of Ms. Bigelow, seconded by Ms. Schulver, the Board voted seven (7) to zero (0) to approve the 2023 regular Board meeting and UAPA hearing schedules.

Finally, Ms. Lipson volunteered to serve as the January 12, 2023 UAPA Hearing Officer, and Chair Castricone volunteered to serve as an alternate.

6. General Counsel Brian O'Dowd discussed Draft Advisory Opinion No. 2022-2, issued in response to the Petition submitted by Anthony L. Lazzaro, the Deputy Director and General Counsel of the Capitol Regional Development Authority.

On the motion of Mr. Farrell, seconded by Ms. Christiana, the Board voted six (6) to zero (0), with Vice-Chair Mullins abstaining, to approve Draft Advisory Opinion No. 2022-2.

7. General Counsel O'Dowd presented the Legal Division report. He informed the Board that the proposed amendments to the OSE Regulations are moving forward, with Deputy General Counsel Marianne Sadowski ensuring that the office stays on track with the completion of the amendments and filings.
8. Ethics Enforcement Officer Mark Wasielewski presented the Enforcement Division report, recognizing Mr. Crayton for his role in the preparation of today's Audit drawing and the training of incoming Associate Accounts Examiner, Carol Langevin.
9. Executive Director Peter Lewandowski presented the first installment of legislative proposals, noting that any approved proposals will be presented to the General Assembly during the 2023 legislative session. The following proposals were presented to the Board for consideration:

Proposal #1: Extending substantial and potential conflicts of interest to outside employers.

Proposal #2: Extending the open and public process requirements to contracts with quasi-public agencies.

Proposal #3: Amending the definitions of a quasi-public agency in the Codes of Ethics to refer the definitions to the main statutory definition house in Chapter 12 § 1-20 of the General Statutes that deal specifically with quasi-public agencies.

Proposal #4: Amending the definition of public official under the Codes of Ethics to include state-wide officers-elect.

Proposal #5: Requiring provision of additional information to the client lobbyist registration.


On the motion of Mr. Farrell, seconded by Ms. Christiana, the Board voted seven (7) to zero (0) to approve the Legislative Proposals.

10. Executive Director Peter Lewandowski presented the Education and Communications report, noting an update to the November training schedule. Specifically, an additional training was added for the Senate Republicans to be held on November 22.
11. Executive Director Lewandowski presented the Executive Director's report, highlighting the following items:
 - The Director of Education and Communications position is currently being advertised on the Department of Administrative Services ("DAS") website and the Indeed job platform and was shared with Ethics Liaisons through a newsletter. As of today, 99 applications have been received for the position, and the application period will remain open until November 21. Interviews are anticipated to be held during the first two weeks of December, and the selected candidate is anticipated to commence working in early January.
 - OSE had conversations with DAS regarding the notification process for departing officials concerning their obligation to file Statements of Financial Interests ("SFI"). DAS has expressed interest in including an acknowledgement form within the exit interview process so that a departing official who is required to file an SFI would indicate and acknowledge such obligation. OSE will draft language for the proposed acknowledgment form.
 - The Board was informed that Mr. Lewandowski and Assistant Ethics Enforcement Officer Jennifer Montgomery will be attending the COGEL Conference in Montreal, Canada, from December 4 through 7.

On the motion of Ms. Christiana, seconded by Vice-Chair Mullins, the Board voted seven (7) to zero (0) to adjourn the meeting.

The meeting was adjourned at 1:44 p.m.

Respectfully submitted by,



Melissa Hamilton
Clerk of the Citizen's Ethics Advisory Board
Office of State Ethics

Date approved
(By the Citizen's Ethics Advisory Board)