

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 MAY 19, 2022 REGULAR MEETING

The Citizen's Ethics Advisory Board ("Board") of the Office of State Ethics ("OSE") held a Regular Meeting on Thursday, May 19, 2022.

Chair of the Board, Dena Castricone, called the meeting to order at 1:03 p.m.

The following Board members were present:

Dena Castricone, Chair
Nichelle Mullins, Vice Chair (virtual)
Mary Bigelow
Charles Chiusano

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

The following staff members of the OSE were present:

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

Marc Crayton, Deputy Ethics Enforcement
Officer (virtual)
Jennifer Montgomery, Assistant Ethics
Enforcement Officer (virtual)
Melissa Hamilton, Paralegal & Clerk of the
Board

The following topics were addressed during the meeting:

1. The minutes of the April 21, 2022 Regular Meeting were presented to the Board for approval.

On the motion of Mr. Chiusano, seconded by Ms. Bigelow, the Board voted eight (8) to zero (0) to approve the minutes of the April 21, 2022 Regular Meeting.

2. Chair Castricone presented the Chairperson's report, reminding the Board of Ms. Schuyler's upcoming Uniform Administrative Procedure Act ("UAPA") Hearing Officer service on June 9, 2022. Mr. Chiusano volunteered to serve as the July 14, 2022 UAPA Hearing Officer.

3. General Counsel Brian O'Dowd presented the Legal Division report. Chair Castricone commented on the volume and quality of the Division's work product.
4. Ethics Enforcement Officer Mark Wasielewski presented the Enforcement Division report, highlighting that the Division has reduced the twenty UAPA matters involving lobbyists to eight through resolution and dismissal; and that he anticipates further resolution of matters prior to the June 9 UAPA hearings. Additionally, Mr. Wasielewski informed the Board that the Division is currently enforcing untimely filings of Statements of Financial Interests ("SFI") that were due by May 2. Thus far, thirteen matters have been noticed for a hearing on July 14.
5. Deputy Ethics Enforcement Officer Marc Crayton presented the lobbyist audit report for NEAM (New England Air Museum), requesting approval of the audit and its findings. The audit consisted of no findings.

On the motion of Ms. Lipson, seconded by Mr. Chiusano, the Board voted eight (8) to zero (0) to approve the audit report for NEAM.

6. Executive Director Peter Lewandowski presented the Education and Communications report, noting that the office continues to be busy in providing educational trainings. The statewide Human Resources plans to link OSE's online ethics training course to the LinkedIn platform in order for new State employees and the general public to review and utilize. The next installment of the Code of Ethics presentation to the Board will be held in June by General Counsel O'Dowd. The focus of the presentation will be either on "gifts" or "outside employment". Mr. Lewandowski thanked Assistant General Counsel Diane Buxo for her continued assistance with the preparation of the Media/Communications report.
7. Executive Director Lewandowski presented the final legislative update of this past legislative session to the Board, focusing on the Legislative Tracking Report prepared by Paralegal Specialist Malissa Hurry. OSE's two bills, **HB 5376, An Act concerning Recovery of Attorney's Fees under the State Code of Ethics and HB 5377, An Act concerning Conflicts of Interest due to an Employer other than the State under the State Code of Ethics**, did not advance. Mr. Lewandowski noted that no objections to the bills were made during his multiple meetings with the Speaker, Legislative leadership, the Government Administration and Elections Committee, and their assistants. Mr. Lewandowski informed the Board that he will provide a legislative proposal packet in the Fall and that the 2023 legislative session will be a long session.

Ms. Lipson asked if a report of votes for proposed bills before the General Assembly can be obtained, and Mr. Lewandowski replied that a report is available; however, OSE's proposed bills did not advance to voting.

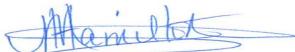
8. Executive Director Lewandowski presented the Executive Director's report, highlighting the following items:

- (a) Concerning personnel matters, the Director of Education and Communications position is red-circled (meaning, the position is no longer available), and OSE must revamp the position or utilize already cataloged positions. The Director of Education and Communications position is in classified service, and the current catalog of positions does not include role responsibilities that OSE seeks. Thus, Mr. Lewandowski, along with his counterpart at the Connecticut Freedom of Information Commission (“FOI”), since the agency is in a similar situation with its Director of Education and Communications soon to retire, requested a meeting with the Department of Administrative Services to discuss the issue and the possibility of broadening the scope of certain listed positions or revamp the Director of Education and Communications position to include the requirements of both OSE and FOI.
- (b) OSE News was shared with ethics liaisons on how agencies did with SFI filings: 97% of filers filed timely; 47 agencies earned the “timely” distinction; and 12 agencies did not earn the “timely” distinction due to one outstanding filing. Information Technology Analyst III Ann Morgan, Information Technology Analyst II Alaaeldin “Al” Ali, and Fiscal Administrative Officer Henry Herschkorn were thanked by Mr. Lewandowski for their responsiveness and unwavering willingness to assist SFI filers requiring immediate assistance.
- (c) The State has finalized an agreement with a vendor for cafeteria services at the State Office Building. The vendor requires a start-up cost of \$45,000, which each agency occupying the building will share depending on its size (i.e., number of employees). OSE contribution is a one-time fee of approximately \$900. Initially, the vendor plans to operate four days a week.
- (d) Telework schedules are renewed in six months increment. The next six-month installment is set to begin in June. Scheduling is ongoing until May 31.

On the motion of Ms. Lipson, seconded by Mr. Chiusano, the Board voted eight (8) to zero (0) to adjourn the meeting.

The meeting was adjourned at 1:33 p.m.

Respectfully submitted by,



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

June 16, 2022

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