



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 16, 2023 REGULAR MEETING

The Citizen's Ethics Advisory Board ("Board") of the Office of State Ethics ("OSE") held a Regular Meeting on Thursday, November 16, 2023.

Chair of the Board, Dena Castricone, called the meeting to order at 1:04 p.m.

The following Board members were present:

Dena Castricone, Chair
N. Beth Cook, Vice-Chair
Mary Bigelow
Charles Chiusano

Jason Farrell (virtual)
Thomas Jones
Cheryl Lipson

The following staff members of the OSE were present:

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

Diane Buxo, Assistant General Counsel (virtual)
Carol Langevin, Associate Accounts Examiner
(virtual)
Sarah Clark, Director of Education &
Communications
Malissa Hurry, Paralegal Specialist
Melissa Hamilton, Paralegal Specialist and Clerk
of the Board
Alaaeldin Ali, Information Technology Analyst II

The following topics were addressed during the meeting:

1. The minutes of the October 19, 2023 regular Meeting were presented to the Board for approval.

On the motion of Ms. Lipson, seconded by Vice-Chair Cook, with Mr. Farrell abstaining, the Board voted six (6) to zero (0) to approve the Minutes of the October 19, 2023 regular Meeting.

2. The annual random drawing of client lobbyists for audit in 2024 was performed by Chair Dena Castricone, Deputy Ethics Enforcement Officer Marc Crayton, and Information Technology Analyst II Alaaedin Ali. (The Client Lobbyist Randomizer Computer Software was used to display the Client Lobbyist Randomizer operation and selection. The selection consisted of thirty (30) client lobbyists registered between **January 1, 2021**, and **December 31, 2023**.)

The following client lobbyists were randomly selected for audit in 2024:

- 1) **National Alliance on Mental Illness of CT**
 - 2) **National Tax Lien Association**
 - 3) **ADH Connecticut**
 - 4) **Women's Health CT, Inc.**
 - 5) **Brain Injury Alliance of Connecticut**
 - 6) **Dapkus Fireworks Inc.**
 - 7) **TikTok Inc. US**
 - 8) **Hartford HealthCare**
 - 9) **Connecticut Society of Certified Public Accountants**
 - 10) **CT Vineyard & Winery Association**
 - 11) **Partnership for America's Health Care Future Action**
 - 12) **Merritt Healthcare Holdings, LLC**
 - 13) **CLYNK, Inc.**
 - 14) **Carvana, Inc.**
 - 15) **CT Funeral Directors Assoc.**
 - 16) **CTAAP**
 - 17) **VITAS Innovative Hospice Care®**
 - 18) **CT Coalition for Retirement Security**
 - 19) **NRG Energy, Inc.**
 - 20) **CT Conference of Independent Colleges**
 - 21) **Malta House of Care, Inc.**
 - 22) **Novamont, NA**
 - 23) **CONNECTICUT AFL-CIO**
 - 24) **Credit Union League of Connecticut**
 - 25) **Charter Communications, Inc.**
 - 26) **Rivian Automotive**
 - 27) **MTM, Inc.**
 - 28) **The Aldrich Contemporary Art Museum**
 - 29) **Local 32BJ, Service Employees International Union**
 - 30) **Oak Ridge Waste & Recycling**
3. Chair Castricone presented the chairperson's report. The Board was reminded that no Uniform Administrative Procedure Act ("UAPA") hearings will be held in December, and the proposed 2024 schedules for the regular Board meetings and UAPA hearings were presented for adoption.

On the motion of Vice-Chair Cook, seconded by Mr. Chiusano, the Board voted seven (7) to zero (0) to adopt the 2024 regular Board meeting schedule.

On the motion of Mr. Chiusano, seconded by Vice-Chair Cook, the Board voted seven (7) to zero (0) to adopt the 2024 UAPA hearing schedule.

Subsequently, Chair Castricone sought a volunteer to conduct the January 11, 2024 hearings, and Mr. Jones volunteered.

4. General Counsel Brian O'Dowd presented the Legal Division's report, providing the status of the potential Petition for Advisory Opinion discussed at last month's meeting. Additionally, he discussed another possible Petition for Advisory Opinion involving a state university and its use of a private entity's donation to set up an awards program wherein individuals of the university may be selected and awarded cash.
5. Ethics Enforcement Officer Mark Wasielewski presented the Enforcement Division's report, highlighting the resumption of communicator lobbyist audits.
6. Associate Accounts Examiner Carol Langevin presented the client lobbyist audit report for Palace Theater, requesting approval of the audit. Ms. Langevin reported that the audit contained no findings.

On the motion of Ms. Lipson, seconded by Ms. Bigelow, the Board voted seven (7) to zero (0) to approve the audit report for Palace Theater.

7. Deputy Ethics Enforcement Officer Marc Crayton presented the communicator lobbyist audit report for Brown Rudnick Government Relations Strategies, LP, and requested approval of the audit. Mr. Crayton reported that the audit contained no findings.

On the motion of Mr. Chiusano, seconded by Mr. Jones, the Board voted seven (7) to zero (0) to approve the audit report for Brown Rudnick Government Relations Strategies, LP.

Mr. Crayton also presented the communicator lobbyist audit report for Roy & LeRoy and requested approval of the audit. He reported that the audit contained no findings.

On the motion of Vice-Chair Cook, seconded by Mr. Chiusano, the Board voted seven (7) to zero (0) to approve the audit report for Roy & LeRoy.

8. Director of Education and Communications Sarah Clark presented the Education and Communications report, and provided an update on the following:
 - (a) "Gift Guide" - With the latest edition of the ethics liaison newsletter, Ms. Clark shared the newly created "Gift Guide" so agencies can share an abbreviated summary on gift limitations connected with state employment. It was well received and agencies, including the Office of the State Treasurer, are forwarding the information to their entire listserv.

- (b) Updates to Lobbyist Materials – The Lobbyist Filing Calendar was redesigned for 2024 and posted to the website. Work continues on the Lobbyist Guide, and Ms. Clark is aiming to finalize the guide in time for the January 2024 lobbyist trainings.
 - (c) Trainings/Presentations – Trainings continue both in person and online. Also this month, Executive Director Peter Lewandowski spoke to students at both UConn and Quinnipiac Law Schools about the agency, its mission, and work - including the regulation of elected officials.
 - (d) 2024 Lobbyist Audit Lottery - Following today’s lottery drawing, the first lobbyist ethics newsletter will be sent with the list of the thirty (30) selectees.
9. Executive Director Lewandowski presented the Executive Director report, highlighting the following:
- (a) The welcoming of the new staff attorney Mr. Adrian Baron, who is joining the Enforcement Division.
 - (b) The status of the remediation and construction at OSE due to water leaks. The office continues the suspension of in-person services to the public and regulated community and has reverted to remote services until the conclusion of the remediation and construction. Once construction commences in a few weeks, the office will revert to 100% telework for the duration of the construction.
 - (c) Staff internal discussion of legislative proposals will commence soon. The Board’s discussion concerning legislative strategies and ideas for proposals will take place at the December meeting.

10. Adjournment

On the motion of Mr. Chiusano, seconded by Mr. Jones, the Board voted seven (7) to zero (0) to adjourn the meeting.

The meeting was adjourned at 1:34 p.m.

Respectfully submitted by,



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

December 14, 2023

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