



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 JUNE 20, 2024 REGULAR MEETING

The Citizen's Ethics Advisory Board ("Board") of the Office of State Ethics ("OSE") held a Regular Meeting on Thursday, June 20, 2024.

Chair of the Board, Dena Castricone, called the meeting to order at 1:02 p.m.

The following Board members were present:

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

Jason Farrell (virtual)
Thomas Jones
Cheryl Lipson
Laura Schuyler

The following staff members of the OSE were present:

Peter Lewandowski, Executive Director
Brian O'Dowd, General Counsel
Mark Wasielewski, Ethics Enforcement Officer
Sarah Clark, Director of Education & Communications
Marianne Sadowski, Deputy General Counsel (virtual)

Marc Crayton, Deputy Ethics Enforcement Officer
Diane Buxo, Assistant General Counsel (virtual)
Carol Langevin, Associate Accounts Examiner
Malissa Hurry, Paralegal
Melissa Hamilton, Paralegal & Clerk of the Citizen's Ethics Advisory Board (virtual)

The following topics were addressed during the meeting:

1. The minutes of the May 16, 2024 regular meeting were presented to the Board for approval.

On the motion of Ms. Lipson, seconded by Mr. Farrell, the Board voted eight (8) to zero (0) to approve the Minutes of the May 16, 2024 regular meeting.

2. Chair Castricone presented the chairperson's report informing the Board that no hearing officer is required for the month of August because, as customary, there are no Uniform Administrative Procedure Act ("UAPA") hearings held in the month. She also reminded the Board of Vice-Chair Cook's upcoming service as the July 11, 2024 UAPA hearing officer and invited the members to submit recommendations for the Board's unfilled ninth seat.

3. General Counsel Brian O'Dowd presented the Petition for Advisory Opinion submitted by Wendy Martel, an employee of the Department of Energy & Environmental Protection. He recommended that the Board approve the Petition.

On the motion of Vice-Chair Cook, seconded by Mr. Jones, the Board voted eight (8) to zero (0) to approve the Petition for Advisory Opinion submitted by Wendy Martel.

4. General Counsel O'Dowd presented the Petition for Advisory Opinion submitted by the Office of the Governor on behalf of Philip Zecher and recommended that the Board approve the Petition.

On the motion of Vice-Chair Cook, seconded by Mr. Chiusano, the Board voted eight (8) to zero (0) to approve the Petition for Advisory Opinion submitted by the Office of the Governor on behalf of Philip Zecher.

5. Meeting agenda item no. 6, Consideration of Draft Advisory Opinion No. 2024-2, Petition from the Office of the Governor on behalf of Philip Zecher, was postponed to the Special Meeting on Thursday, June 27, 2024.

On the motion of Mr. Jones, seconded by Mr. Chiusano, the Board voted eight (8) to zero (0) to postpone meeting agenda item no. 6, Consideration of Draft Advisory Opinion No. 2024-2, Petition from the Office of the Governor on behalf of Philip Zecher, until the Special Meeting on June 27, 2024.

6. The Legal Division report was presented by General Counsel O'Dowd.
7. Ethics Enforcement Officer Mark Wasielewski presented the Enforcement Division's report.
8. Deputy Ethics Enforcement Officer Marc Crayton presented the client lobbyist audit report for *NTE Energy*, which contained findings, and NTE Energy's response letter to the audit.

Following a lengthy discussion, the Board agreed to table the matter until the next Board meeting on July 18, 2024.

On the motion of Vice-Chair Cook, seconded by Mr. Chiusano, the Board voted eight (8) to zero (0) to table the discussion on the audit report for NTE Energy until its July 18, 2024 Regular Meeting.

9. Concerning the audits of *Capitol Strategies Group, LLC*, *3D Consulting, LLC*, and *Malloy & Associates*, Mr. Crayton reported that none of the audits contained any findings.

On the motion of Mr. Jones, seconded by Ms. Lipson, the Board voted eight (8) to zero (0) to approve the audit report for Capitol Strategies Group, LLC.

On the motion of Ms. Bigelow, seconded by Mr. Chiusano, the Board voted eight (8) to zero (0) to approve the audit report for 3D Consulting, LLC.

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

10. Director of Education and Communications Sarah Clark presented the Education and Communications report, highlighting the following:

- (a) The latest edition of the Ethics Liaison newsletter featured the results of the 2023 SFI season, which serves as an annual report card.
- (b) Several major agencies received ethics trainings.
- (c) Significant progress was made to support the State Contracting Standards Board in fulfilling its mandate to provide an online ethics training module for its staff and Board.
- (d) The status of the combined client and communicator lobbyist guide.
- (e) Provision of timely responses to media requests, mostly for SFI filings.
- (f) Transitioning the lobbyist newsletter into a quarterly publication to align with the lobbyist financial reporting calendar.
- (g) Upcoming updates to OSE's online ethics training offerings (with specific focus areas on state employees, and a separate training for board members).

11. Executive Director Lewandowski presented the Executive Director's report, noting, among other things, the following:

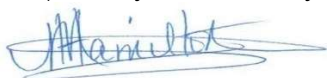
- (a) OSE's priority bill during the 2024 Legislative Session, **H.B. No. 5407**, *An Act Defining "Dependent Child" for Purposes of the State Code of Ethics for Public Officials and Concerning the Exercise of Jurisdiction Over Nonresidents by the Office of State Ethics*, has been signed by the governor.
- (b) Concerning the State's audit of OSE's fiscal years 2022 and 2023 operations, the auditors have concluded the audit, and the report will be released shortly.

12. Adjournment

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

The meeting was adjourned at 1:49 p.m.

Respectfully submitted by,



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

July 18, 2024

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