



STATE OF CONNECTICUT

OFFICE OF STATE ETHICS

THE SUBCOMMITTEE ON ADMINISTRATIVE LOBBYING CITIZEN'S ETHICS ADVISORY BOARD OFFICE OF STATE ETHICS

165 Capitol Avenue, Suite 1200, Hartford, CT 06106

MINUTES OF THE JANUARY 18, 2024 MEETING

The Subcommittee on Administrative Lobbying of the Citizen's Ethics Advisory Board ("Subcommittee") of the Office of State Ethics ("OSE") held a Meeting on Thursday, January 18, 2024.

The Chair of the Subcommittee, Beth Cook, called the meeting to order at 1:55 p.m.

The following Subcommittee members were present:

Beth Cook, Chair
Dena Castricone
Charles Chiusano
Thomas Jones

The following staff members of the OSE were present:

Peter Lewandowski, Executive Director
Brian O'Dowd, General Counsel
Sarah R. Clark, Director of Education and Communications
Marc Crayton, Deputy Ethics Enforcement Officer
Adrian Baron, Assistant Ethics Enforcement Officer
Carol Langevin, Associate Accounts Examiner
Melissa Hamilton, Paralegal & Clerk of the Board

The following topics were addressed during the meeting:

Subcommittee Chair Beth Cook opened the discussion regarding specific examples of administrative lobbying that could be included in the plain-language guide to be drafted by General Counsel, Brian O'Dowd. General Counsel O'Dowd described a preliminary outline of the plain-language guide on administrative lobbying with the inclusion of specific examples. A draft of the guide will be shared with the subcommittee to solicit feedback. Members of the subcommittee recommended an outreach to ethics liaisons at state agencies to gauge their understanding and awareness of administrative lobbying at their agencies. The guide will reflect the status of administrative lobbying law presently in effect.

On the motion of Ms. Castricone, seconded by Mr. Chiusano, the Subcommittee voted four (4) to zero (0) to adjourn the meeting.

The meeting was adjourned at 2:14 p.m.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Peter Lewandowski". The signature is fluid and cursive, with a large initial "P" and "L".

Peter Lewandowski
Executive Director
Office of State Ethics

January 18, 2024

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