



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 OCTOBER 16, 2025 REGULAR MEETING

The Citizen's Ethics Advisory Board (Board) of the Office of State Ethics (OSE) held a Meeting on Thursday, October 16, 2025.

Chair of the Board, N. Beth Cook, called the meeting to order at 1:02 p.m.

The following Board members were present:

N. Beth Cook, *Chair*

Charles Chiusano, *Vice-chair* (virtual)

Karess Cannon

Meaghan Cooper (virtual)

Kenneth Greenberg

Cheryl Lipson

Kevin Profit

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* (virtual)

Jennifer Montgomery, *Associate General Counsel*
(virtual)

Diane Buxo, *Assistant General Counsel* (virtual)

Sam Rosengren, *Assistant Ethics Enforcement Officer*

Carol Langevin, *Associate Accounts Examiner*

Melissa Hamilton, *Paralegal Specialist* (Legal Division) &
Clerk of the Citizen's Ethics Advisory Board

Malissa Hurry, *Paralegal Specialist* (Enforcement Division)

Alaaeldin Ali, *Information Technology Analyst II*

The following topics were addressed during the meeting:

1. Mr. Kevin Profit, an appointee of Senate Majority Leader Bob Duff, was sworn in by the Board's Chair, N. Beth Cook.
2. The Minutes of the September 18, 2025 Regular meeting were presented to the Board for approval.

On the motion of Ms. Lipson, seconded by Mr. Greenberg, with Ms. Cannon and Mr. Profit abstaining, the Board voted five (5) to zero (0) to approve the Minutes of the September 18, 2025 Regular Meeting.

3. Chair Cook presented the chairperson's report.

4. Associate Accounts Examiner Langevin provided an overview of the audit operation for the new board member. Then, she presented three (3) client lobbyist audit reports for approval:

(i) Fortinet, Inc.

On the motion of Ms. Lipson, seconded by Mr. Greenberg, with Mr. Profit abstaining, the Board voted six (6) to zero (0) to approve the audit report for Fortinet, Inc.

(ii) VM Consolidated, Inc.

On the motion of Mr. Greenberg, seconded by Vice-chair Chiusano, with Mr. Profit abstaining, the Board voted six (6) to zero (0) to approve the audit report for VM Consolidated, Inc.

(iii) Solofunds.

Prior to the vote on Solofunds' audit report, technological challenges were experienced, resulting in the temporary pausing of the meeting.

On the motion of Vice-chair Chiusano, seconded by Mr. Greenberg, with Mr. Profit abstaining, the Board voted six (6) to zero (0) to approve the audit report for Solofunds.

5. An overview of the Legal Division's functions was provided by General Counsel O'Dowd. Thereafter, Mr. O'Dowd presented the Legal Division report, and the Division's upcoming work on legislative proposals.
6. Ethics Enforcement Officer Wasielewski described to the new board member the responsibilities of the Enforcement Division. He informed the Board that because traditionally no hearings are held in the month of December (and currently no hearings are on the docket), no hearing officer is required at this time.

In addition, Mr. Wasielewski presented the following highlights from the Enforcement Division report:

- Three matters involving the Code of Ethics outside employment provision were resolved by stipulation agreements.
- The October probable cause hearing in Docket No. 2024-37 was canceled.

Technical difficulties were faced again during the Enforcement Division report presentation.

7. Education & Communications Director Sarah Clark provided a brief overview of the Education & Communications Director's role, then she presented this month's written Education & Communications report, highlighting the following items:
- The successful launch of the new online ethics training module on the State's centralized Human Resources platforms, and the positive reviews from users.
 - The development of a *Lobbyist 2.0* training program. The *Lobbyist 1.0* training program focused on whether certain actions required individuals and entities to register as a lobbyist. The *Lobbyist 2.0* program will focus on best practices on record keeping and reporting financial disclosures.

- Continued enhancement of the guidebooks for public officials/state employees, and lobbyists.
- High volume of Freedom of Information Act requests which is believed to be attributed to current events in the media, as provided in the media report.

Ms. Clark invited Board members to provide feedback regarding the organization and presentation of the agency's website.

Chair Cook recommended that Board members attend an in-person training course put on by the OSE and applauded Ms. Clark on the redesigned look of OSE's website.

8. Executive Director Lewandowski presented his report, addressing the following items:

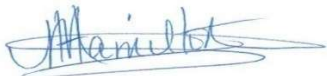
- **Personnel Matters.** On behalf of the OSE staff, he welcomed new board member, Mr. Profit, to the Board and the OSE community. Additionally, he shared an update from the Office of the Governor regarding its appointment for the remaining vacant seat on the Board.
- **Budget.** On September 24, 2025, Mr. Lewandowski met with the Office of Policy and Management Secretary and his deputy and discussed small technical adjustments to the agency's current and next fiscal year budgets.
- **Legislative Proposals.** The staff met recently to discuss legislative concepts which will be presented to the Board at its November meeting. The Board was invited to share ideas for proposals.
- **Guest Speaker.** In the month of October, Mr. Lewandowski presents to UConn Law School and Quinnipiac Law School students about OSE and the State Codes of Ethics.

9. Adjournment

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

The meeting was adjourned at 1:42 p.m.

Respectfully submitted by,



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

November 20, 2025

Date approved.

(By the Citizen's Ethics Advisory Board)