



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 20, 2025 REGULAR MEETING

The Citizen's Ethics Advisory Board (Board) of the Office of State Ethics (OSE) held a Meeting on Thursday, November 20, 2025.

Chair of the Board, N. Beth Cook, called the meeting to order at 1:03 p.m.

The following Board members were present:

N. Beth Cook, *Chair*
Charles Chiusano, *Vice-chair*
Karess Cannon (virtual)
Meaghan Cooper (virtual)

Kenneth Greenberg
Cheryl Lipson
Kevin Profit (joined at 1:04 p.m.)
Laura Schuyler (virtual)

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*

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 (Al) Ali, *Information Technology Analyst II* (virtual)

The following topics were addressed during the meeting:

1. The Minutes of the October 16, 2025 Regular meeting were presented to the Board for approval.

On the motion of Mr. Greenberg, seconded by Mr. Chiusano, with Ms. Schuyler abstaining, the Board voted seven (7) to zero (0) to approve the Minutes of the October 16, 2025 Regular Meeting.

2. Each year the OSE conducts a random drawing of lobbyists for audit pursuant to General Statutes § 1-96a (b). Chair Cook discussed today's lobbyists drawing process and designated Associate Accounts Examiner Carol Langevin to perform the 2026 drawing of client lobbyists for audit using the Client Lobbyist Randomizer Computer Software. The operation and selection process were displayed for attendees. In addition, the OSE will audit the associated communicator lobbyists of the selected client lobbyists. Selected lobbyists will be notified in writing of their selection and provided with a list of documents required for the audit.

3. Chair Cook presented the chairperson's report and reminded the Board that there will be no hearings next month, as customary. Then, she presented the 2026 Citizen's Ethics Advisory Board Regular Meeting and the 2026 UAPA Hearing schedules to the Board for adoption.

On the motion of Ms. Lipson, seconded by Vice-Chair Chiusano, the Board voted eight (8) to zero (0) to approve the 2026 Citizen's Ethics Advisory Board Regular Meeting schedule and the 2026 UAPA Hearing schedule.

4. Associate Accounts Examiner Langevin presented four (4) client lobbyist audit reports to the Board for approval:

(i) Credit Union League of Connecticut

On the motion of Vice-Chair Chiusano, seconded by Ms. Lipson, the Board voted eight (8) to zero (0) to approve the audit report for Credit Union League of Connecticut.

(ii) State Privacy and Security Coalition, Inc.

On the motion of Vice-chair Chiusano, seconded by Mr. Greenberg, the Board voted eight (8) to zero (0) to approve the audit report for State Privacy and Security Coalition, Inc.

(iii) American Legal Finance Association

On the motion of Mr. Greenberg, seconded by Ms. Lipson, the Board voted eight (8) to zero (0) to approve the audit report for American Legal Finance Association.

(iv) Progressive Group of Insurance Companies

On the motion of Mr. Greenberg, seconded by Vice-chair Chiusano, the Board voted eight (8) to zero (0) to approve the audit report for Progressive Group of Insurance Companies.

5. Executive Director Peter Lewandowski presented the first installment of legislative proposals and their statutory language for consideration and approval. This installment consists of three (3) proposals: Proposal #1 and Proposal #2, extending substantial and potential conflicts of interest to outside employers, and Proposal #3, modifying Statements of Financial Interests (SFI) reporting. A second installment is on track to be delivered at the December meeting.

On the motion of Vice-Chair Chiusano, seconded by Ms. Lipson, the Board voted eight (8) to zero (0) to approve the first installment of Legislative Proposals.

6. General Counsel Brian O'Dowd presented the Petition for Advisory Opinion submitted by Michael Lopez, Director of Compensation & HR Administration for Connecticut State Colleges and Universities and recommended that the Board approves it.

On the motion of Mr. Greenberg, seconded by Mr. Profit, the Board voted eight (8) to zero (0) to approve the Petition for Advisory Opinion submitted by Michael Lopez.

7. Mr. O'Dowd presented the Legal Division report, noting that the issuance of Draft Advisory Opinion No. 2025-4 was anticipated for this month, but it has been postponed for one (1) month to allow the Division to attend to more time sensitive matters.

8. Ethics Enforcement Officer Wasielewski requested a volunteer to serve as the January 8, 2026 UAPA Hearing Officer, and Vice-Chair Cook volunteered.

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

- To date, the Division has opened 63 matters (for comparison, 67 matters were opened last year).
 - In a short period following the written report, the Division, by Paralegal Hurry (along with the Legal Division by Paralegal Hamilton), received and responded to approximately (20) additional background check requests.
9. Education & Communications Director Sarah Clark presented the Education & Communications written report, highlighting the following items:
- The new online ethics training module is performing well on the State's centralized platform.
 - OSE Information Technology (IT) personnel are developing a tracking system to track data of users of the online ethics training course.
 - A steady demand for live customized ethics trainings continues.
 - The development of the *Lobbyist 2.0* training program (with the assistance of the Legal Division) has been finalized and will launch in mid-December. This training program is designed to provide lobbyists with best practices on record keeping and reporting financial disclosures.
 - Upcoming newsletters to lobbyists and ethics liaisons will feature renewed visual resources, including the annual gift guide.

Ms. Clark and Mr. O'Dowd answered a question concerning the Administrative Lobbying summary, which was included in the written monthly board materials.

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

- **Board Vacancy.** The Office of the Governor provided an update that the office is working to secure a candidate by 2025 year-end.
- **The Council on Governmental Ethics Laws (COGEL).** COGEL is hosting its annual conference on December 7th through 10th, in Atlanta, Georgia. Several individuals from the office and Board plan to attend. At the end of this year's conference, Mr. Wasielewski will begin his one-year term as COGEL's president.
- **IT.** Mr. Lewandowski recognized the OSE IT Analysts, Ann Morgan and Alaaeldin Ali, for their expertise in the development and design of the OSE online ethics training tracking system, among other things.

11. Chair Cook invited public comments, but none were provided. She further noted that while no executive session is required, a closed session is necessary.

12. At 1:50 p.m., the Board entered a Closed session to discuss status of matters that are confidential pursuant to General Statutes §§ 1-82a and 1-93a.

The following Board members were present for the Closed session:

N. Beth Cook, *Chair*
Charles Chiusano, *Vice-chair*
Karess Cannon (virtual)
Meaghan Cooper (virtual)

Kenneth Greenberg
Cheryl Lipson
Kevin Profit
Laura Schuyler (virtual)

Executive Director Lewandowski, General Counsel O'Dowd, Ethics Enforcement Officer Wasielewski, and Assistant Ethics Enforcement Officer Sam Rosengren were present for the Closed session.

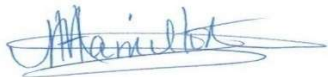
At 2:20 p.m., when the Board exited the Closed session, Ms. Schuyler left the meeting permanently.

13. Adjournment

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

The meeting was adjourned at 2:24 p.m.

Respectfully submitted by,

A handwritten signature in blue ink, appearing to read "Melissa Hamilton", with a horizontal line drawn underneath it.

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

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