



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 DECEMBER 18, 2025 REGULAR MEETING

The Citizen's Ethics Advisory Board (Board) of the Office of State Ethics (OSE) held a Meeting on Thursday, December 18, 2025.

Chair of the Board, N. Beth Cook, called the meeting to order at 1:06 p.m.

The following Board members were present:

N. Beth Cook, *Chair*

Charles Chiusano, *Vice-chair* (virtual)

Karess Cannon (virtual)

Meaghan Cooper (virtual)

Kenneth Greenberg

Laura Schuyler

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)

Malissa Hurry, *Paralegal Specialist, Enforcement* (virtual)

Diane Buxo, *Assistant General Counsel, Acting Clerk of
The Citizen's Ethics Advisory Board*

Sam Rosengren, *Assistant Ethics Enforcement Officer*

Carol Langevin, *Associate Accounts Examiner*

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

Jennifer Montgomery, *Associate General Counsel* (virtual)

The following topics were addressed during the meeting:

1. The Amended Minutes of the November 20, 2025 Regular meeting were presented to the Board for approval.

On the motion of Mr. Chiusano, seconded by Ms. Schuyler, the Board voted seven (7) to zero (0) to approve the Amended Minutes of the November 20, 2025 Regular Meeting.

2. The Minutes of the November 20, 2025 Special Meeting of the Subcommittee on Municipal Ethics were presented to the Subcommittee Members for approval.

On the motion of Mr. Chiusano, seconded by Mr. Greenberg, the Subcommittee Members voted three (3) to zero (0) to approve the Minutes of the Subcommittee on Municipal Ethics' November 20, 2025 Special Meeting.

3. Chair Cook presented the chairperson's report discussing, among other things, the necessity to establish a protocol should both the Chair and the Vice-Chair be unable to complete their duties in chairing meetings or signing subpoenas.

Chair Cook also discussed the necessity of preparing to give an annual review to Executive Director Lewandowski and that the process usually begins with her appointing a subcommittee to complete the review before presenting it to the full Board at its January 2026 meeting.

Chair Cook called for Executive Director Lewandowski to speak briefly about his goals and objectives for calendar year 2026.

Finally, Chair Cook went on to address the necessity of crafting a Strategic Plan for OSE. The process will be commenced with the formation of a subcommittee of the Board,

4. Associate Accounts Examiner Langevin presented two (2) client lobbyist audit reports to the Board for approval:

(i) Indeed

On the motion of Mr. Greenberg, seconded by Mr. Profit, the Board voted seven (7) to zero (0) to approve the audit report for Indeed.

(ii) Oak Hill

On the motion of Vice-chair Chiusano, seconded by Mr. Greenberg, the Board voted seven (7) to zero (0) to approve the audit report for Oak Hill.

5. Executive Director Lewandowski presented the second installment of legislative proposals and their statutory language for consideration and approval. This installment consists of two (2) proposals: Proposal #1 concerns Nepotism, and Proposal #2 concerns modifying the Quorum requirements for CEAB meetings.

On the motion of Vice-Chair Chiusano, seconded by Mr. Greenberg, the Board voted seven (7) to zero (0) to approve Proposal #1 concerning nepotism.

On the motion of Ms. Schuyler, seconded by Mr. Greenberg, the Board voted seven (7) to zero (0) to approve Proposal #2 concerning Quorum requirements for the meetings of the Board.

6. General Counsel O'Dowd presented Advisory Opinion 2025-4, involving the Petition submitted by Michael Lopez concerning the Board of Regents, Connecticut State Colleges and Universities, which Petition was approved by the Board at the November 20, 2025 regular meeting.

On the motion of Mr. Profit, seconded by Mr. Greenberg, the Board voted seven (7) to zero (0) to approve Advisory Opinion 2025-4.

7. General Counsel O'Dowd presented the Legal Division report.
8. Ethics Enforcement Officer Wasielewski requested a volunteer to serve as the February 5, 2026 UAPA Hearing Officer; Chair Cook volunteered.

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

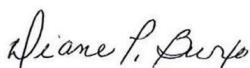
- By January 10, 2026, communicator lobbyists must file their ETH-2A forms to report annual income, and in addition all third and fourth quarter 2025 ETH-2Ds are due. A count of how many lobbyists fail to file these timely will determine the number of UAPA enforcement actions.
 - Paralegal Specialist Hurry and (in Legal Division) Paralegal Specialist Hamilton have been busy completing background checks on individuals referred by the Department of Emergency Services and Public Protection.
9. Education & Communications Director Clark presented the Education & Communications report, offering a short synopsis of this year's accomplishments and goals for 2026 and beyond:
- An in-person lobbyist training was completed on Monday, December 15, and over 150 lobbyists attended. There was a mix of brand-new lobbyists along with some very experienced lobbyists—who nevertheless can benefit from this nuts-and-bolts training, which focused on how and what to report, what are the most important deadline dates, and other important points.
 - One 2026 goal is to expand an online training library to explain how the Codes apply to board members, quasi-public agencies and lobbyists. The OSE-hosted training library ensures access to all our regulated communities and the general public.
10. Executive Director Lewandowski presented his report, addressing the following items:
- **Board Vacancy.** The Office of the Governor is working to secure a candidate for a vacancy by the end of 2025.
 - **The Council on Governmental Ethics Laws (COGEL).** COGEL hosted its annual conference on December 7th through 10th, in Atlanta, Georgia. At the end of this year's conference, Mr. Wasielewski began his one-year term as COGEL's president; his term will run until the end of the next annual conference in Denver, Colorado. Executive Director Lewandowski asked Mr. Wasielewski to comment on this year's conference. Vice-Chair Chiusano mentioned that the plenary session, where Mr. Wasielewski interviewed federal whistleblower Tricia Newbold, was particularly good.
11. Chair Cook invited public comments, but none were provided. She further noted that neither an executive session nor a closed session is necessary for this month's meeting.

12. Adjournment

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

The meeting was adjourned at 1:52 p.m.

Respectfully submitted by,



Diane P. Buxo
Acting Clerk of the Citizen's Ethics Advisory Board
Office of State Ethics

Assistant General Counsel

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