



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 AUGUST 20, 2026 REGULAR MEETING

The Citizen's Ethics Advisory Board (Board) of the Office of State Ethics (OSE) held a Meeting on Thursday, August 20, 2026.

Chair of the Board, N. Beth Cook, called the meeting to order at 1:13 p.m.

The following Board members were present:

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

Cheryl Lipson
Kevin Profit
Laura Schuyler

The following staff members of the OSE were present:

Brian O'Dowd, *General Counsel*
Mark Wasielewski, *Ethics Enforcement Officer*
Sarah Clark, *Director of Education & Communications*
Jennifer Montgomery, *Associate General Counsel*
(virtual)
Diane Buxo, *Assistant General Counsel* (virtual)

Sam Rosengren, *Assistant Ethics Enforcement Officer*
Jillian Wyrebek, *Associate Accounts Examiner*
Melissa Hamilton, *Clerk of the Citizen's Ethics Advisory Board / Paralegal Specialist, Legal Division*
Malissa Hurry, *Paralegal Specialist, Enforcement Division*
(virtual)

The following topics were addressed during the meeting:

1. The Minutes of the July 16, 2026 regular Board meeting were presented for approval.

On the motion of Vice-chair Chiusano, seconded by Ms. Cannon, with Mr. Profit and Ms. Schuyler abstaining, the Board voted five to zero to approve the Minutes of the July 16, 2026 regular meeting.

2. The Minutes of the July 16, 2026 Strategic Plan Subcommittee regular meeting were presented to the subcommittee members for approval.

On the motion of Ms. Cooper, seconded by Ms. Cannon, the Strategic Plan Subcommittee voted three to zero to approve the Minutes of its July 16, 2026 regular meeting.

3. Chair Cook presented the chairperson's report. She then noted that the Nominating Committee met on July 31, 2026, and welcomed Ms. Lipson to present the Committee's report. After discussing how the Committee sought nominations for the slate of officers for the 2026-2027 term, Ms. Lipson presented the following slate of nominations:

- N. Beth Cook – Chair
- Charles Chiusano – Vice-Chair

Chair Cook welcomed nominations from the floor, and none were provided.

On the motion of Ms. Lipson, seconded by Ms. Schuyler, the Board voted seven to zero to adopt the slate of nominations as presented for a one-year term on the Citizen's Ethics Advisory Board commencing on October 1, 2026.

4. Associate Accounts Examiner Jillian Wyrebek presented a client lobbyist audit report to the Board for approval:

(i) Fairfield County Medical Association

On the motion of Ms. Lipson, seconded by Vice-chair Chiusano, the Board voted seven to zero to approve the audit report for Fairfield County Medical Association.

5. General Counsel O'Dowd presented the Legal Division report.
6. Ethics Enforcement Officer Wasielewski presented the Enforcement Division (Division) report and requested that the Board select a Hearing Officer to preside over Uniform Administrative Procedure Act (UAPA) hearings on October 8, 2026. Ms. Lipson volunteered. Mr. Wasielewski also reminded the Board that Ms. Cooper volunteered to serve as the September 10, 2026 Hearing Officer for UAPA hearings.

Further, Mr. Wasielewski provided the following updates to the previously submitted written Enforcement Division report:

- The Division opened six new confidential matters.
 - Concerning UAPA hearings, two Statements of Financial Interests and three client lobbyists matters (due to untimely filing) remain on the hearing calendar.
7. Education & Communications Director Sarah Clark presented the Education & Communications report. In addition to the written report she previously submitted, Ms. Clark highlighted the following:
 - Improvement of training materials: a new training template is in the works.
 - Improvements to the OSE website: the presentation and organization of information will begin this fall, including feedback from members of the staff. Also, Ms. Clark shared that the updated gift limits for restricted donors, passed in the last legislative session, will be added to the website's information pieces in October.
 8. General Counsel O'Dowd presented the Executive Director report on behalf of Executive Director Lewandowski, during his absence, addressing the following items:

- **Personnel Update.** The posting for the vacant staff attorney position in the Enforcement Division has closed. Thirty-four applications were received, and interviews are scheduled to be held on August 26th and 31st.
- **Biennium Budget.** OSE budget proposal for fiscal year 2028-2029 will be submitted by September 1st. This will be a standard budget request for personal services and operating expenses.
- **The Freedom of Information Commission (FOIC) Conference.** On September 25, 2026, the FOIC will host its annual conference at the Riverhouse at Goodspeed Station in Haddam. An email will be circulated to solicit interest in attending the conference, and OSE will cover the conference fee for staff and board members.
- **OSE Annual Board & Staff Luncheon.** A reminder that the annual Board and staff luncheon will be held at noon on September 17, 2026, immediately before the regular board meeting. An email will be circulated with lunch options.

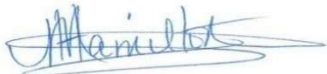
9. Public comments were requested, and none were provided. It was further noted that neither a Closed Session nor an Executive Session is required.

10. Adjournment

On the motion of Ms. Lipson, seconded by Ms. Schuyler, the Board voted seven to zero to adjourn the meeting.

The meeting was adjourned at 1:23 p.m.

Respectfully submitted by,



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

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