



**Special Meeting**  
**Instructional Seminar Agenda**  
Friday, April 05, 2024 - 10:00 A.M. – 12:00  
Location: 165 Capitol Avenue, Hartford, CT  
Conference Rooms G006D and G007E

<b>Topic</b>	<b>Presenter</b>	<b>Time</b>
Introduction	Greg F. Daniels, Esq.	10:00-10:10
Presentation - <u>Understanding CT's Code of Ethics for Public Officials and State Employees</u> - tailored to include the provisions that are applied to State Contractors.	Peter J. Lewandowski, Office of State Ethics Executive Director  Sarah R. Clark, Office of State Ethics Director of Education and Communications	10:10-11:30
The six major areas to be covered are: <ul style="list-style-type: none"><li>• Use of State Position</li><li>• Gifts</li><li>• Conflicts of Interest</li><li>• Outside Employment</li><li>• Contracts</li><li>• Revolving Door Provisions</li></ul>		
Technology Session - tablets distribution - setting up state email	Carmen Hufcut	11:30-12:00

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*“Ethical decisions ensure that everyone’s best interests are protected.”*  
*Harvey Mackay*

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