



# STATE OF CONNECTICUT

## OFFICE OF STATE ETHICS

**CITIZEN'S ETHICS ADVISORY BOARD  
OFFICE OF STATE ETHICS  
18-20 Trinity Street, Hartford, CT 06106**

**MINUTES OF THE DECEMBER 17, 2015 MEETING**

The Citizen's Ethics Advisory Board ("Board") of the Office of State Ethics ("OSE") held a Regular Meeting on Thursday, December 17, 2015, in the 5<sup>th</sup> Floor Conference Room.

Chairman Charles Chiusano called the meeting to order at 1:00 p.m.

**The following Board members were present:**

Mary Bigelow, Vice-Chair  
Dena Castricone (Participated via teleconference)  
Charles F. Chiusano, Chair  
Rev. Tommie Jackson (Participated via teleconference)  
Kevin Johnston  
Cheryl Lipson  
Daniel Young (Participated via teleconference)

**The following staff members of the OSE were present:**

Carol Carson, Executive Director  
Marc W. Crayton, Assistant Ethics Enforcement Officer  
Taliea Hatcher-Redway, Clerk Typist  
Barbara Housen, General Counsel  
Malissa Hurry, Paralegal  
Thomas K. Jones, Ethics Enforcement Officer  
Jared Kosky, Assistant General Counsel  
Peter Lewandowski, Assistant General Counsel  
Nancy Nicolescu, Director of Education & Communications  
Brian O'Dowd, Deputy General Counsel  
Mark Wasielewski, Deputy Ethics Enforcement Officer

The following topics were addressed during the meeting:

1. The minutes of the November 19, 2015 Regular Meeting were presented to the Board for approval.

**On the motion of Mr. Jackson, seconded by Ms. Lipson, the Board voted seven (7) to zero (0) to approve the minutes of the November 19, 2015 Regular Meeting.**

2. Chairman Chiusano presented the Chairman's Report. He reported on the Board's vacancies and thanked the members for always being in attendance. He reported on the Executive Director's annual evaluation. Also, he led a discussion on the Board Policies. Policy # 4 was tabled to the next meeting for further review.
3. Deputy General Counsel Brian O'Dowd presented Draft Advisory Opinion No. 2015-6 in response to a Petition from Attorney Robert Shea, Jr. Attorney Shea made brief remarks.

**On the motion of Mr. Young, seconded by Ms. Bigelow, the Board voted seven (7) to zero (0) to adopt Advisory Opinion No. 2015-6.**

4. Assistant General Counsel Jared Kosky presented Draft Advisory Opinion No. 2015-7 in response to a Petition from Ms. Michelle Dwyer. Ms. Dwyer made brief remarks.

**On the motion of Mr. Young, seconded by Mr. Johnston, the Board voted seven (7) to zero (0) to adopt Advisory Opinion No. 2015-7.**

5. General Counsel Barbara Housen presented the Legal Division Report.
6. Ethics Enforcement Officer Jones presented the Enforcement Division Report. He introduced the new Paralegal Specialist for the Enforcement Division Ms. Malissa Hurry. He reported on the Rawlinitis settlement. He reported on the need for a Hearing Officer for the UAPA hearing scheduled for January 28, 2016. Chairman Chiusano volunteered to preside.
7. Executive Director Carson presented the Executive Director's Report. She reported on the following: a) what occurred during the special legislative session; b) Staff members' attendance at the Council on Governmental Ethics Laws conference in Boston, MA from December 6-9; c) the download meeting being held in office on Wednesday, December 23, 2015, in which the staff who attended COGEL will share what they learned and determine action items. The Memo will be provided to the Board at the CEAB meeting in January; d) annual Board member training which she requested be completed by the web-streaming video or by the online training before the January meeting; e) the new process through the SFI system for Board meeting to be distributed before the next Board meeting; and f) finally, her upcoming vacation from January 1-19 of 2016.
8. Nancy Nicolescu presented the Media and 2015 Legislative Report. She advised the Board that she will be providing the Board detailed information to complete their annual Ethics training as discussed by the Executive Director. She reported that for 2016 the focus in training will be more modular online trainings in order to develop a menu of training options. As a result, the number of face to face trainings will likely decrease for 2016. In addition, she will be developing a refresher training, which is part B for agencies who already received the Part A - Top 10 trainings, and also focusing on creating an online training for lobbyist filings. She briefly reported on the Legislative Updates to the Codes of Ethics created by Peter Lewandowski, which goes into effect January 1, 2016.
9. Assistant General Counsel Lewandowski presented Legislative Proposals for the 2016 Legislative Session.

**On the motion of Ms. Lipson, seconded by Mr. Johnston, the Board voted seven (7) to zero (0) to approve the Legislative Proposals presented to the Board for the 2016 Legislative Session.**

10. Chairman Chiusano provided an opportunity for public comments. There were no public comments.

**On the Motion of Mr. Jackson, seconded by Ms. Bigelow, the Board voted seven (7) to zero (0) to move into Executive Session pertaining to strategy and negotiations with respect to pending litigation, pursuant to General Statutes § 1-210 (b) (4).**

The following individuals attended the Executive Session:

**Board Members**

Mary Bigelow, Vice-Chairman  
Dena Castricone (via teleconference)  
Charles F. Chiusano, Chairman  
Rev. Tommie Jackson (via teleconference)  
Kevin Johnston  
Cheryl Lipson  
Daniel Young (via teleconference)

**OSE Staff**

Carol Carson, Executive Director  
Barbara Housen, General Counsel  
Thomas K. Jones, Enforcement Officer  
Marc W. Crayton  
Taliea Hatcher-Redway  
Malissa Hurry  
Jared Kosky  
Peter Lewandowski  
Nancy Nicolescu  
Brian O'Dowd  
Mark Wasielewski

**On the motion of Mr. Johnston, seconded by Ms. Lipson, the Board voted seven (7) to zero to move into public session.**

11. **On the motion of Mr. Jackson, the Board voted seven (7) to zero (0) to adjourn the meeting.**

The meeting was adjourned at 2:45 p.m.

Respectfully submitted by,  
Taliea Hatcher, Clerk Typist  
Citizen's Ethics Advisory Board

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