



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 FEBRUARY 18, 2016 MEETING

The Citizen's Ethics Advisory Board ("Board") of the Office of State Ethics ("OSE") held a Regular Meeting on Thursday, February 18, 2016, in the 5th Floor Conference Room.

Chairman Charles F. 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
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
Talia Hatcher-Redway, Clerk Typist
Barbara Housen, General Counsel
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
Malissa Hurry, Paralegal

The following topics were addressed during the meeting:

1. The minutes of the January 21, 2016 Regular Meeting were presented to the Board for approval.

On the motion of Ms. Lipson, seconded by Ms. Bigelow, the Board voted six (6) to zero (0) to approve the minutes of the January 21, 2016 Regular Meeting.

2. Chairman Chiusano presented the Chairman's Report. He reported on the Board's vacancies and advised the Board of upcoming UAPA hearings. Board member Johnston volunteered to be the Hearing Officer on February 25, 2016. If needed, Chairman Chiusano volunteered to preside over the March 2016 hearings.

3. Proposed Revised Board Policy No. 4.

On the motion of Mr. Johnston, seconded by Ms. Lipson, the Board voted six (6) to zero (0) to accept the revised language for Board Policy No. 4.

4. Assistant General Counsel Jared Kosky presented the Draft Advisory Opinion from Attorney Janet K. Ainsworth. He recommended that the Board adopt the Draft Advisory Opinion. Attorney Ainsworth made brief remarks and thanked the Board for their assistance.

On the motion of Mr. Johnston, seconded by Ms. Castricone, the Board voted six (6) to zero (0) to adopt the Draft Advisory Opinion from Attorney Janet K. Ainsworth.

5. General Counsel Barbara Housen presented the Legal Division Report.

6. Ethics Enforcement Officer TJ Jones presented the Enforcement Division Report. He reported that fifteen matters were currently scheduled for the UAPA hearings for February 25, 2016.

7. Ethics Enforcement Officer Jones presented the audit report for Vend-Pac. He advised the Board that a corrective action plan has been recommended and recognized Attorney Marc Crayton for his work on the audit.

On the motion of Ms. Bigelow, seconded by Ms. Lipson, the Board voted six (6) to zero (0) to approve the audit report for Vend-Pac.

8. Executive Director Carol Carson presented the Executive Director's Report. She reported on the following: a) OSE's budget; and b) Her meeting with leadership in the Government Administration and Election's Committee regarding OSE's bills and awaiting their action.

9. Nancy Nicolescu presented the Media and Training Report.

10. Chairman Chiusano shared with the Board an email from Michael Last, CFO, CT Agricultural Experiment Station, thanking Nancy Nicolescu for her assistance.

11. There were no public comments.

12. **On the motion of Ms. Castricone, seconded by Mr. Johnston, the Board voted six (6) to zero (0) to adjourn the meeting.**

The meeting was adjourned at 1:42 p.m.

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

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