



# 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 OCTOBER 18, 2018 REGULAR MEETING**

The Citizen's Ethics Advisory Board ("Board") of the Office of State Ethics ("OSE") held a Regular Meeting on Thursday, October 18, 2018, in the 5<sup>th</sup> Floor Conference Room, 18-20 Trinity Street, Hartford, CT 06106.

Chair Dena Castricone called the meeting to order at 1:00 p.m.

#### **The following Board members were present:**

Dena Castricone, Chair  
Mary Bigelow  
Charles F. Chiusano  
Beth Cook  
Jason Farrell

Kevin Johnston, Vice-Chair  
Richard Lang  
Cheryl Lipson  
Nichelle Mullins

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

Carol Carson, Executive Director  
Barbara Housen, General Counsel  
T.J. Jones, Ethics Enforcement Officer  
Nancy Nicolescu, Director of Education &  
Communications

Brian O'Dowd, Deputy General Counsel  
Peter Lewandowski, Associate General Counsel  
Mark Crayton, Assistant Ethics Enforcement  
Officer  
Alaaeldin Ali, Temporary Clerk of the Board

The following topics were addressed during the meeting:

1. The minutes of the September 20, 2018 Regular Meeting were presented to the Board for approval.

**On the motion of Ms. Lipson, seconded by Mr. Farrell, the Board voted six (6) to zero (0), with Mr. Chiusano, Mr. Lang and Ms. Mullins, abstaining, to approve the minutes of the September 20, 2018 Regular Meeting.**

2. The minutes of the September 18, 2018 Special Meeting of the Nominations Sub-Committee were presented to the Board for approval.

**On the motion of Mr. Farrell, seconded by Mr. Chiusano, the Sub-Committee members voted two (2) to zero (0) to approve the minutes of the September 18, 2018 Special Meeting of the Nominations Sub-Committee.**

3. Mr. Farrell volunteered to serve as the hearing officer for the UAPA hearings scheduled for Thursday, November 29, 2018.
4. General Counsel Housen presented the Petition for a Declaratory Ruling of the Western Connecticut Council of Governments' (WestCOG) submitted by Francis R. Pickering, Executive Director, WestCOG.

**On the motion of Mr. Chiusano, seconded by Ms. Lipson, the Board voted nine (9) to zero (0) to approve the petition submitted by Francis R. Pickering.**

5. Associate General Counsel Lewandowski presented proposed amendments to the Regulations.

**On the motion of Mr. Chiusano, seconded by Mr. Johnston, the Board voted nine (9) to zero (0) to approve the proposed amendments to the Regulations as amended.**

6. General Counsel Housen presented the Legal Division Report.
7. Director of Education and Communications Nicolescu presented the Education and Communications Reports. She noted that she is preparing a modular training program using upgraded software recently purchased by the OSE to be rolled out on January 1, which Board members offered to test.
8. Ethics Enforcement Officer Jones presented the Enforcement Division Report. He reported that there were two matters scheduled for UAPA hearings on Thursday, October 25, 2018.
9. Ethics Enforcement Officer Jones presented the audit reports for Open Communities Alliance, for which there were two adverse findings, and 3D Consulting, LLC, for which there were no adverse findings.

**On the motion of Ms. Cook, seconded by Mr. Johnston, the Board voted nine (9) to zero (0) to approve the audit reports for Open Communities Alliance, and 3D Consulting, LLC.**

10. Executive Director Carson reported on the upcoming Council on Governmental Ethics Laws conference to be held in December in Philadelphia. She stated that outreach about changes to the law effective October 1, 2018 included notice to all agency ethics liaisons and updates to the website including an info sheet, links to the new disclosure form for gifts to the state and necessary expenses, and an FAQ. Finally, she reported on the annual staff retreat to update the Strategic Plan.
11. Chair Castricone and Mr. Farrell commended the staff for their ongoing efforts in advancing the Strategic Plan.

**On the motion of Mr. Chiusano, seconded by Ms. Cook, the Board voted nine (9) to zero (0) to enter Closed Session to discuss the status of matters that are confidential pursuant to General Statutes §§ 1-82a and 1-93a.**

The following Board members were present for the Closed Session to discuss the status of confidential matters:

Dena Castricone, Chair	Kevin Johnston, Vice-Chair
Mary Bigelow	Richard Lang
Charles F. Chiusano	Cheryl Lipson
Beth Cook	Nichelle Mullins
Jason Farrell	

The following staff members were present for the Closed Session:

Carol Carson, Executive Director	Brian O’Dowd, Deputy General Counsel
Barbara Housen, General Counsel	Mark Crayton, Assistant Ethics Enforcement Officer
T.J. Jones, Ethics Enforcement Officer	
Peter Lewandowski, Associate General Counsel	Alaaeldin Ali, Temporary Clerk of the Board

Following the Closed Session, the Board reconvened in public session.

**On the motion of Mr. Chiusano, seconded by Ms. Cook, the Board voted nine (9) to zero (0) to enter Executive Session to discuss strategy and negotiations pursuant to General Statutes §§ 1-200 (6) (B) and 1-210 (b) (4) with respect to litigation in the matter of Charmane Thurmand v. UCONN et al. in U.S. District Court.**

The following Board members were present for the Executive Session discussion of litigation:

Dena Castricone, Chair	Kevin Johnston, Vice-Chair
Mary Bigelow	Richard Lang
Charles F. Chiusano	Cheryl Lipson
Beth Cook	Nichelle Mullins
Jason Farrell	

The following staff members were present for the Executive Session:

Carol Carson, Executive Director	Brian O’Dowd, Deputy General Counsel
Barbara Housen, General Counsel	Mark Crayton, Assistant Ethics Enforcement Officer
T.J. Jones, Ethics Enforcement Officer	
Peter Lewandowski, Associate General Counsel	Alaaeldin Ali, Temporary Clerk of the Board

Following the Executive Session, the Board reconvened in public session.

**On the motion of Mr. Chiusano, seconded by Ms. Bigelow, the Board voted nine (9) to zero (0) to enter Executive Session to discuss strategy and negotiations with respect to the pending claim in**

**the matter of Charmane Thurmand, pursuant to General Statutes §§ 1-200 (6) (B) and 1-210 (b) (4).**

Prior to entering Executive Session, General Counsel Barbara Housen noted that members of the Enforcement Division left the meeting. The following Board members were present for the Executive Session discussion of the pending claim:

Dena Castricone, Chair  
Mary Bigelow  
Charles F. Chiusano  
Beth Cook  
Jason Farrell

Kevin Johnston, Vice-Chair  
Richard Lang  
Cheryl Lipson  
Nichelle Mullins

The following staff members were present for the Executive Session:

Carol Carson, Executive Director  
Barbara Housen, General Counsel  
Peter Lewandowski, Associate General Counsel

Brian O'Dowd, Deputy General Counsel  
Alaaeldin Ali, Temporary Clerk of the Board

Following the Executive Session, the Board reconvened in public session.

**On the motion of Mr. Farrell, seconded by Ms. Lipson, the Board voted six (9) to zero (0) to adjourn the meeting.**

The meeting was adjourned at 2:30 p.m.

Respectfully submitted by,

  
Carol Carson  
Executive Director  
Office of State Ethics

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