

**Succession Planning Sub-committee of the
Citizen's Ethics Advisory Board of the Office of State Ethics**

April 19, 2018 Regular Meeting

M i n u t e s

The Succession Planning Sub-committee of the Citizen's Ethics Advisory Board (CEAB) of the Office of State Ethics (OSE) held a regular meeting on Thursday, April 19, 2018, at 2:30 p.m. in the 5th Floor Conference Room, 18-20 Trinity Street, Hartford, CT 06106.

The following members of the Succession Planning Sub-committee were present:

- Charles F. Chiusano, Member
- Beth Cook, Member
- Jason Farrell, Member

The following staff member of the OSE was present:

- Carol Carson, Executive Director

The following topics were addressed during the meeting:

1. The minutes of the February 22, 2018 and March 22, 2018 Regular Meetings were presented to the Sub-committee for approval.

On the motion of Mr. Chiusano, seconded by Ms. Cook, the Sub-committee voted three (3) to zero (0) to approve the minutes of the February 22, 2018 and March 22, 2018 Regular Meetings.

2. The Sub-committee reviewed and made amendments to drafts of the executive director job specification and the related advertisement.
3. The Board discussed the process and timeline for hiring a new executive director.

Respectfully Submitted by:



Carol Carson
Executive Director

Date presented to the Citizen's Ethics Advisory Board