

Return this completed form and all attachments to:
WV Ethics Commission
210 Brooks Street, Ste 300
Charleston, WV 25301
Phone: (304) 558-0664
Or to:
Teri.L.Anderson@wv.gov

RECEIVED

By Ethics Commission at 9:39 am, Nov 01, 2022

Disclosure of Lobbying Contracts by State Agencies, Municipalities, Counties, and School Districts



Beginning on July 1, 2022, pursuant to W. Va. Code § 6B-3-10, every state agency, municipality, county, and school district in West Virginia that contracts for lobbying services shall disclose, and when applicable provide copies of, the information requested below to the West Virginia Ethics Commission. If you have questions about completing this form, please contact the Ethics Commission at (304) 558-0664 or email ethics@wv.gov.

This is a public document that will be made available to the public. Please do not include (or redact) confidential information.

State Agency, Municipality, County, or School District with Lobbying Contract(s)

- ▶ Governmental Agency Submitting Form County Commissioners' Association of WV
- ▶ Address 2007 Quarrier Street, Charleston, WV 25311
- ▶ Name of Authorized Representative Agnes Queen Board President

1. Contract Details

- ▶ Name of party(ies) to the Contract providing Lobbying Services Melanie A. Pagliaro
- ▶ Effective Date of Contract and Any Applicable Extension Dates January 2022, revised September 2022
- ▶ Duration of Contract one year
- ▶ Payment and Reimbursement Terms of Contract monthly retainer, reimbursed for expenses

2. Copy of Contract for Lobbying Services

- ▶ Copy of Contract for Lobbying Services Attached ☒ Yes ☐ No

3. Costs for Lobbying Services

► List all costs to be paid or reimbursed, or already paid or reimbursed, for lobbying services associated with or related to the contract for lobbying services, **including itemized** expenses such as dinners, meals, or events (attach additional pages if needed). You may wait until July 1, 2023, to file the itemized expenses that are incurred from July 1, 2022, through July 1, 2023.

January - September \$44,166.60 for contracted services. No expenses for dinners, meals or events.

4. Identities of Individuals or Entities

► List the identities of any individuals or entities (if any) engaging in activities pursuant to the contract for lobbying services that may require the individual or entity to register as a lobbyist (per [W. Va. Code § 6B-3-1](#)). (Do not list lobbyists or lobbying firms if they are already disclosed in question no. 1.)

NA

On July 1, 2023, and on July 1 of each year thereafter, every state agency, municipality, county, and school district in the state that has contracted for lobbying services in the preceding year shall report to the Ethics Commission. [H. B. 3220 \(2022 Regular Session\)](#)

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By Ethics Commission at 9:42 am, Nov 01, 2022



September 8, 2022

Ms. Agnes Queen
President
County Commission Association WV (CCAWV)
2007 Quarrier Street
Charleston, WV 25301

RE: Letter of Engagement

Dear Ms. Queen:

On behalf of M.A.P. & Associates, LLC, I am pleased to have the opportunity to enter into an agreement with County Commission Association WV (CCAWV) for the association style administrative services, government relations services - including all activities generally associated with government relations and public policy efforts, marketing services, and meeting planning. M.A.P. and Associates, LLC and CCAWV may collectively referred to herein as the "parties". To this end, I have set forth below the terms and conditions of this agreement.

This Agreement shall take effect on September 7, 2022 and shall terminate on September 6, 2023. Either party may terminate the Agreement with a required thirty (30) days' written notice to the other party. The parties acknowledge that the terms of this engagement, including an extension of the Agreement, may only be modified in writing, and signed by both parties. Melanie A. Pagliaro will have principle responsibility for the management of CCAWV services. M.A.P. & Associates will complete a WV Employer Representation/Authorization form, allowing us to represent CCAWV's interest before the West Virginia Legislature and Executive Branch agencies.

The total fee for M.A.P. & Associates, excluding expenses is \$98,000. M.A.P. & Associates will invoice CCAWV monthly. MAP & Associates shall perform the responsibilities of CCAWV Executive Director and Government Relations. The Executive Committee, Board of Directors, and President of CCAWV shall cooperate fully with M.A.P. & Associates' effort to fulfill the terms of this Agreement. In

PO Box 11318, Charleston, WV. 25339
melanei@mapandassociates.com
304.612.1815

performing the duties and responsibilities as the Executive Director, M.A.P. & Associates shall report to and be subject to the direction of the CCAWV Board of Directors.

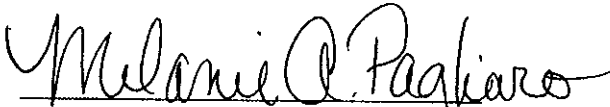
CCAWV acknowledges that M.A.P. & Associates is an independent contractor, and that nothing contained herein may, for any purpose, be construed to render M.A.P. & Associates or any of its personnel as an employee, partner, joint venture, joint employer or otherwise. Further, this engagement does not extend to any other person or entity with which the CCAWV may be related to or otherwise associated. All payments by CCAWV shall not be subject to withholding and other applicable taxes as this agreement is for professional services by a company acting as an independent contractor.

MAP & Associates is pleased to enter into this agreement for the management of the CCAWV services listed in this agreement. To confirm our engagement on these terms, please sign the enclosed copy of this letter and return it to me.

Thank you for entrusting us with your business.

Very truly yours,

By:


Melanie A. Pagliaro
President, MAP & Associates, LLC

Agreed to and accepted.

By: 
Agnes Queen, President
County Commission Association WV

PO Box 11318, Charleston. WV. 25339
melanei@mapandassociates.com
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By Ethics Commission at 9:41 am, Nov 01, 2022



December 16, 2021

Ms. Jennifer Piercy
Executive Director
County Commission Association of
West Virginia (CCAWV)
2007 Quarrier Street
Charleston, WV 25331

Re: Letter of Engagement

Dear Ms. Piercy:

On behalf of MAP & Associates, I am pleased to have the opportunity to provide government consulting services, including all activities generally associated with government relations and public policy efforts on behalf of the County Commission Association of West Virginia (CCAWV). MAP & Associates CCAWV may be collectively referred to herein as the "parties". To this end, I have set forth below the terms and conditions of our Agreement.

This Agreement shall take effect on January 1, 2022 and shall terminate on December 31, 2022. Either party may terminate the Agreement with a required thirty (30) days' written notice to the other party. The parties acknowledge that the terms of this engagement, including an extension of the Agreement, may only be modified in writing, and signed by both parties. Melanie A. Pagliaro will have principle responsibility for the management of your services. MAP and Associates will complete a WV Employer Representation/Authorization form, allowing us to represent CCAWV interests before the West Virginia Legislature and Executive branch agencies. MAP & Associates will provide CCAWV with a detailed summary of the progress of services.

The total fee for MAP & Associates' services, excluding expenses, is \$48,000 for services January 1, 2022 through December 31, 2022. CCAWV will be invoiced monthly by MAP & Associates as follows: \$7,000 per month for January 2022 – March 2022 and \$3,000 per month April 2022 – December 2022.

MAP & Associates and CCAWV shall make all reasonable efforts to identify and notify each other of any potential conflicts and endeavor to resolve them. Should a direct conflict arise, however, we will work with you to make alternative arrangements.

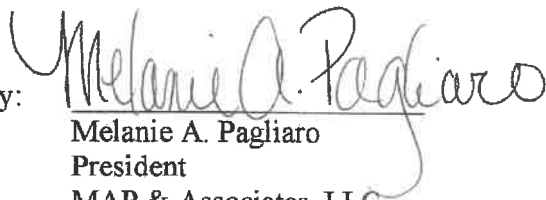
CCAWV acknowledges that MAP & Associates is an independent contractor, and that nothing contained herein may, for any purpose, be construed to render MAP & Associates or any of its' personnel an employee, partner, joint venture, joint employer or otherwise of the CCAWV. Further, this engagement does not extend to any other person or entity with which the CCAWV may be related to or otherwise associated.

MAP & Associates is pleased to provide our government relations services and will endeavor to put forth all reasonable efforts to successfully advance the CCAWV's legislative agenda. However, it is expressly acknowledged that MAP & Associates has not made any guarantees or promises regarding the ultimate outcome of any matter contemplated by this engagement.

To confirm our engagement on these terms, please sign the enclosed copy of this letter and return it to me.

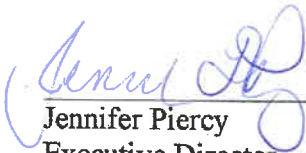
Thank you for entrusting us with your business.

Very truly yours,

By: 
Melanie A. Pagliaro
President
MAP & Associates, LLC

Agreed to and accepted.

By:



Jennifer Piercy
Executive Director

County Commission Association of West Virginia